



West Cottonwood Jr. High

Guidelines for Volunteer Field Trip Chaperones

Thank you for volunteering to be a field trip chaperone. The role of a chaperone is an important one, and while enjoyable, requires accepting certain responsibilities. These guidelines help ensure that school district sponsored field trips result in safe and rewarding experiences for all participants.

Guidelines for Chaperones

1. Please leave other children at home. The students assigned to your group will need your full attention during the field trip.
2. Chaperones must stay for the duration of the field trip.
3. Beware of the itinerary and time frames of all activities. Be on time for designated meeting places and departures.
4. The student in your assigned group are your responsibility. Know exactly how many students are in your group and learn their names and faces. Be sure that all are present before moving from one place to another.
5. Always be safety conscious. You are responsible for the continuous monitoring of your group's activities.
6. School district policies apply to district sponsored, off-site activities. As a volunteer chaperone you:
 - A. *May not smoke or use tobacco or controlled substances including electronic cigarettes, or look-a-like in any form.*
 - B. *May not possess or consume alcoholic beverages*
 - C. *May not possess weapons or anything that can be used as a weapon.*
 - D. *May not administer medications to students.*
7. Never allow individuals to leave the group, except in emergencies and then only with a partner.

8. Please report any behavior issues or concerns to the teacher/administrator as soon as possible.

I have read, understand, and agree to comply with the above chaperone guidelines.

Signature

Print Name

Date

2018 - 8th Grade Diploma Form



Return this form to your teacher by March 9th, 2018. If not returned, then the student's full name as it shows in our database will be used.

Please print how you wish to have your child's name **PRINTED** on his/her Diploma of Graduation

First _____ Middle _____ Last _____

Print how you would like your child's name **READ ALOUD** at the Graduation Ceremony:

First _____ Middle _____ Last _____

Parent Signature _____ Date _____ Hm Rm _____

2018 - 8th Grade Graduation Gown Order Form

Last Name: _____ First Name: _____

Height: _____ feet _____ inches

Weight: _____ lbs

Please circle: male female

Cost: \$20.00

Please make the check out to: **Ultimate Grad Co.**

End of the Year Grade Level Field Trip Eligibility Requirements

West Cottonwood School is very pleased to be able to provide opportunities for our students to attend field trips. To enable us to ensure a safe environment, strict behavior standards will be maintained. West Cottonwood students must demonstrate their ability to follow directions and resist getting involved in behavior problems.

Additionally, in order to attend, students will be required to have all outstanding library books, overdue charges, or any other school fees paid prior to the trip.

It is our hope that all students will be eligible to attend their grade level field trips, but it is also important to provide a safe and enjoyable atmosphere.

In order to be eligible a student must:

- Pass 24 of 28 subjects during the current school year.
- Receive no more than two (2) failing grades in the fourth (4) quarter.
- No more than two (2) suspensions during the school year.
- No more than six (6) referrals for the year and no more than two (2) during the fourth (4) quarter.
- Final check on grades and school fees will take place one (1) week prior to the date of the field trip.
- A student may also be denied to attend a field trip due to Administrator discretion.

West Cottonwood School
8th Grade Parent Bulletin
December 15, 2017

8th Grade Field Trip – Once again, West Cottonwood 8th grade students will have an opportunity to attend a graduation field trip. On **May 11th 2018**, students will travel to Ashland to the Shakespearian Film Festival where they'll attend a performance of Sense and Sensibility. Then on **May 31th 2018** students will travel to Six Flag's in Vallejo. Funding for this trip will come from two sources: Student body fund and student contribution. We are asking every student to contribute **\$130.00** to help off-set the cost of this trip. Payments can be made monthly or at one time. If you can't afford this payment, we will work with you to make it possible for your child to attend. (partial payment and sponsors)

Payment is due by April 20, 2018. This is a major financial commitment on the school's part, so in order to continue providing this trip, there will be a "no-refund" policy this year, especially if the parent or student decides not to attend. We will be sending home notification cards monthly that will list what each student has contributed to their trip and any balance due to date.

In order to be eligible to attend the 8th grade field trip students must meet the requirements for graduation and:

- Have no more than two (2) suspensions during the school year
- Have no more than six (6) referrals for the year with no more than two (2) during the fourth quarter.

To enable us to provide a safe learning environment, strict behavior standards will be maintained. West Cottonwood students must demonstrate their ability to follow directions and resist getting involved in any major behavior problems. **A student may be denied permission to attend the trip due to the administrator's discretion.** It is our hope that every student will qualify for this educational opportunity, but it is also important to provide a safe atmosphere for learning.

Graduation – It's hard to believe, but it is also now time to start organizing graduation. This year our eighth grade students will receive their diplomas at a ceremony here at West Cottonwood School on **Friday, June 8th 2017 at a 10:00 a.m. ceremony.** Students wishing to graduate **MUST** meet the requirements set forth by the Cottonwood School District:

- *Pass 24 of 28 subjects during the current school year.
- *No more than two failing grades during the fourth quarter.
- *Maintain proper behavior during the school year.
- *No major behavior violations or two suspensions during the school year.
- *Be present for graduation practices & attend the last day of school.

Dress Guidelines for Graduates:

Girls: Eighth grade girls' graduation dresses should be sensible dresses that are not too extravagant or expensive. Extreme styles should be avoided. Choose something practical that your daughter can wear for other occasions after graduation. No gloves please. Shoes with a medium or flat heel suited for a girl of junior high age are best.

Boys: Boys are to wear dress slacks, long or short sleeved dress shirts (colors optional) and a tie. Please, no coats or athletic shoes. Dark colored and clean Van style shoes will be allowed.

Gowns –Please fill out the attached Gown form and Diploma name verification sheet and return to the school as soon as possible. The cost for Graduation gowns are \$20.00. **Payment for graduation gowns is due by March 9, 2018.** If you want to borrow a gown for graduation, please call the school office and we will put you on the list. **Students will be wearing gowns for the 8th grade panoramic picture, which is scheduled for April 11th,** so please get your orders in by the due date of March 10th to ensure gowns arrive on time.

Terri Wright, Principal
West Cottonwood Jr. High

8th Grade Trip Student Response

This form must be returned to West Cottonwood School by **Friday January 12th, 2018** so that we can begin planning the trip.

My student, _____, will be attending the trip: ___Yes ___ No
My student and I understand the requirements for trip attendance.

Parent Signature _____ Date _____

Chaperone Request

Please fill out the information below if you are interested in chaperoning one or both days of the 8th Grade Graduation Trip

I, _____, am interested in Chaperoning the following days for the 8th Grade Graduation Trip:

- Both Days
- Six Flags -May 31th
- Shakespearian Film Festival – May 11th