

FEBRUARY 12, 2020

TO: Parents of Gr 4 students  
FROM: Madeline Hlywiak  
RE: Class Trip – Harrisburg  
DATE: Thursday, March 12<sup>th</sup>  
COST: \$95.00 per chaperone

*Chaperone registration is only available on-line and can be found on the parents' portal of our website. Remember seating and accommodations are on a first-come, first-serve basis and we request that only one parent accompany each child on the trip. All adult chaperones must have clearances on file in order to accompany their child on any school trip. Do not include your child in the reservations. The student price of the trip was included in tuition.*

**Registrations will close on Monday, March 2, 2020**

### ITINERARY

7:00 a.m.	arrival at Ancillae-Assumpta
7:15 a.m.	student & chaperone assembly <i>[auditorium – all must be present]</i>
7:30 a.m.	departure for Harrisburg
9:30 a.m.	<i>[self-guided]</i> Pennsylvania State Museum
11:45 p.m.	departure for State Capitol
12:00 p.m.	Buffet lunch in Capitol Lunchroom A
1:00 p.m.	<i>[guided]</i> Tour of the State Capitol
2:15 p.m.	Prompt departure from State Capitol
2:30 p.m.	<i>[self-guided]</i> Tour of Whitaker Science Center
3:00 p.m.	“National Parks” movie
4:30 p.m.	Departure for Wyncote
6:30 p.m.	[approximate] arrival at Ancillae-Assumpta

**\*CLASS TRIP MEDICATION POLICY** - A parent should accompany his/her child on the class trip if the:

- student has a food, bee sting, or other allergy that requires the administration of an Epi-Pen\* or Benadryl.
- student has a Seizure Disorder that requires emergency medication.
- student requires an Inhaler\*.
- student requires daily medication such as Ritalin.

\*In order for a student to carry his/her Epi-Pen or Inhaler on the trip, an MD note is required that states that the student is capable of self-administration. If a parent is unable to attend, please read the Pa. State Guidelines for delegation to other parents listed below:

Parental Designee - When a parent/guardian is unable to accompany his or her student, the parent may designate a responsible adult to accompany the student with the following restrictions:

- The parent must provide the supplies and training if the parent delegates treatments or medication administration to a responsible adult. The school nurse may not provide training, supplies, or medications, and must not be involved in the delegation process per the Pennsylvania Nurse Practice Act.
- The parent may not delegate responsibility for administering treatments or medications to any school staff member, school-designated trip chaperone or secondary student.
- The parent may not prescribe or alter treatments or medication administration orders for the school nurse or other licensed professional unless the parent is a Pa. licensed prescriber.