



**Los Angeles Unified School District
Local District – North East
Walter Reed Middle School**

Home of the Wolves
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VIVIAN EKCHIAN
Interim Superintendent

LINDA DEL CUETO
Superintendent
LD – NORTH EAST

JEANNE GAMBA
Principal

**LETTER TO PARENTS
FOR A NON-SPONSORED TRIP – III.A.**

Dear Parents:

It has come to my attention that your daughter/son may be participating in a privately sponsored trip scheduled for _____.

Please be advised that this trip has not been approved by the Los Angeles Unified School District and is not a school-sponsored activity. Your son's/daughter's participation in such a trip is a private matter between your family. Students who are absent from school during the time regular school is in session will have their attendance cards marked with an "unexcused absence" for the day(s) missed. Any chaperones who provide supervision for minors on this trip do so as private citizens, and are in no way authorized to perform such supervision as school district employees.

Neither Walter Reed Middle School nor LAUSD is responsible for the education, supervision, or welfare of your son/daughter during this trip and therefore, neither will compensate, insure or indemnify you or your son/daughter for any incident, loss of property, illness or injury that may occur during the trip.

Sincerely,

Jeanne Gamba
Principal

I have received and reviewed this letter and understand the consequences of and my responsibilities regarding this Unauthorized Field Trip.

Parent Name (Print)

Parent Signature

Student Name

Date