



ALBERT LEONARD MIDDLE SCHOOL  
25 GERADA LANE  
NEW ROCHELLE, NEW YORK 10804-3399

BRIAN G. OSBORNE, Ed.D  
SUPERINTENDENT OF SCHOOLS

MAGDA PARVEY, Ed.D  
CHIEF EDUCATIONAL OFFICER

JOHN BARNES  
PRINCIPAL

PATRICK KEEVINS  
ASSISTANT PRINCIPAL

TEL: (914) 576-4319  
FAX: (914) 576-4784

**Trip Release Form**

Dear Parent(s),

Your child is scheduled to participate in the 8<sup>th</sup> Grade trip sponsored by Albert Leonard Middle School to **Holiday Hill on May 21, 2018.**

In order for your child to participate in this activity, it is necessary that you complete the release form below. Of course, if you have any questions regarding this, please do not hesitate to contact the school. We appreciate your cooperation and attention.

Sincerely,

Patrick Keevins  
Assistant Principal

Marion Costa  
8<sup>th</sup> Grade Advisor

---

**PLEASE RETURN BOTTOM PORTION ONLY**

We are the parent(s) – legal guardian(s) and/or custodian(s) of \_\_\_\_\_

We grant permission for him/her to participate in the trip to **Holiday Hill on May 21, 2018.**

We understand that any trip involves some risk of loss, which may include property loss or damage or injury. In order to minimize these risks, we accept the responsibility of reviewing proper behavior and care of personal belongings with our child prior to the trip. Should our child require emergency medical attention during the trip, the teacher in charge of the trip is authorized to approve such emergency medical attention. We will inform the teacher of any medication that our child is required to take during the trip.

We also understand that while the School District will take normal precautions to protect students, not every student can be watched continuously.

Parent/Guardian signature \_\_\_\_\_

## **ALMS Memo**

**April 18, 2018**

Dear Parents,

On Monday, May 21, 2018 ALMS will be taking our annual 8<sup>th</sup> grade trip. Once again, we will be going to Holiday Hill in Cheshire, CT. Our staff will accompany our students to Holiday Hill.

**Quick Facts** Trip Date: **Monday, May 21st, 2018**  
**Departure Time:** Leave ALMS at 7:30am promptly.  
Students must arrive by **7:15am**

**Return:** Parents/students must provide their own transportation to school.  
**5:15pm.** Students will need transportation home. Arrangements must be made ahead of time.

**Cost:** **\$90.00 per student** Cash is preferred; personal checks will be accepted made out to "ALMS" (however, any returned checks will incur a \$25.00 fee and may result in your child not attending the trip).

Students can swim, canoe on the lake, play basketball, shuffleboard, softball, tennis or volleyball at Holiday Hill. A continental breakfast and a large selection of lunch entrees are included in the price. **The permission slip and payment will be collected at lunch starting on April 19<sup>th</sup> until May 4<sup>th</sup>.** Please note - **Friday, May 4<sup>th</sup>, 2018** is the last day that payment and permission slips will be accepted. **Students who hand in their money & permission slip after May 4<sup>th</sup> will be placed on the waiting list and may not be able to attend the trip.**

We will provide you with additional information on this trip as soon as we have finished collecting the permission slips and payment. Please call 576-4319 if you have any questions regarding the trip. Thank you for all your help and support.

Sincerely,

Patrick Keevins  
Assistant Principal

Marion Costa  
8<sup>th</sup> grade advisor

**\*Please note that ALMS administration reserves the right to rescind any students invitation should that student violate the New Rochelle City School District Code of Conduct.**