

Field Trip



Sack Lunch Request Form

Regardless if sack lunches are needed, schools must notify Food Services when students go on a field trip. This is to ensure the cafeteria is aware of fewer students on campus, and to decrease the number of meals produced on the field trip date.

- Sack lunches must be offered to all students
- Please contact your cafeteria manager at least 2 week prior to the field trip and provide the following information.

(Request not made at least 1 week ahead of the trip will not be honored.)

Date Needed: _____ Departure Time: _____

Teacher's Name: _____ Total # Lunches: _____

Please indicate if any student has allergy or special needs.

On the day of the field trip, you will be provided with a class roster. You will be responsible for marking each student who receives a lunch. The roster must be returned along with the cooler when you arrive back to your school site.

Teacher signature: _____

Principal signature: _____

Lunch must be made available to ALL students on ALL school days, even when they are on a field trip. All students may participate (Ed Code # 49550)

Snack Lunch Request

Student Name (First and Last)

**PLEASE GIVE THIS LIST TO YOUR SCHOOL'S CAFETERIA MANAGER
ALONG WITH YOUR FIELD TRIP REQUEST FORM.**

Your cafeteria manager will notify you of which students will be
required to pay for their sack lunch.