

Field Trip Validation Letter

Date: [Insert Date]

Dear [Parent's Name],

This letter is to confirm that your child, [Child's Name], is scheduled to participate in a field trip to [Destination] on [Date]. The purpose of this trip is to [Brief Description of the Trip's Educational Purpose].

The students will depart from [School Name] at [Departure Time] and return by [Return Time]. Please ensure that your child arrives at school on time and is dressed appropriately for the day's activities.

We kindly ask that you fill out the attached permission slip and return it by [Due Date]. Should you have any questions or concerns, feel free to contact us at [Contact Information].

Thank you for your support!

Sincerely,

[Your Name]

[Your Position]

[School Name]