

FIELD TRIP



SACK LUNCH REQUEST FORM

Submit this form to your cafeteria manager one (1) month before field trip so that food may be ordered

(a cooler must be provided for the milk)

Date Ordered: _____

Date Needed: _____

Teacher's Name: _____

Email Address: _____@leonschools.net

Number of Students in Class: _____

Departure Time: _____

Location of Field Trip: _____

FOOD ORDER:

_____ Cancel Hot Lunches for ALL my students-no sack lunches needed

_____ Number of sack lunches needed

_____ Number of students remaining on campus that will eat hot meals

_____ Number of adult lunches needed (\$3.00 each to be paid when lunches are picked up)

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 when you arrive back to school.

Teacher Signature: _____

Principal Signature: _____