
**NOTICE OF DISCLAIMER – PRIVATE TRIPS
REGARDING TRAVEL BY STUDENTS AND STAFF OF:**

Name of School

AND OTHERS TO _____

- (a) the trip is **NOT** sponsored by the Board and is a **private trip**;
- (b) the **ONLY** accommodation that the Board **MAY** be prepared to make is to provide release time for employees or students going on the trip;
- (c) requests for release time must be made, in the case of students, to the school Principal and in the case of employees, to the Superintendent or designate;
- (d) the granting of release time under (b) or (c) above shall **NOT** be considered to be approval by the Board of the trip or participation in it;
- (e) absence from school / work without the approvals, if granted, spoken of in (b) and (c) above will be considered to be unauthorized absence with appropriate sanctions to be imposed;
- (f) the Board's insurance will **NOT** be available to cover any participants in the trip;
- (g) the participants must make independent arrangements for any insurance they consider appropriate, including health care, trip cancellation and other types of insurance that their travel agents or insurance agents recommend;
- (h) the Board does **NOT** assume any liability for any aspect of the trip and will not be responsible for any loss or damage to any participant, howsoever caused, including without limiting the generality of this disclaimer, any loss of deposits or other monies paid to any person;
- (i) the participants and the organizers, whether employees of the Board, students, parents or others are acting as private citizens in undertaking the trip and it is, in all respects, considered by the Board to be discretionary personal travel unconnected to the programs of study, extra-curricular activities or other offerings to students by the Board;
- (j) that **NO** use of the school's name, letterhead, physical space or time shall be made in organizing or carrying out the trip, including fund raising, except distribution of this notice of disclaimer by the Board;
- (k) no money associated with the trip is to be collected or otherwise handled or processed by the school;

- (l) the existence of and adequacy of supervision is the sole responsibility of the participants;
- (m) that in participating in the trip, or its organization, any employee of GYPSD is **NOT** acting as an employee, servant or agent of the Board but is, in all respects, acting as a private citizen, and the employee shall make this clear to all persons at all times;

Receipt of a copy of this Notice is acknowledged and the contents agreed to this ____ day of _____, 20__.

The undersigned is a parent/guardian of _____, who will go on the trip referred to _____.

(Signature) (Print Name)

The undersigned adult person will be going on the trip referred in the capacity of a

_____.

(Signature) (Print Name)

Distribution: File at School Level