



**Huband Park Elementary**

5120 Mottishaw Road

Courtenay BC V9J 1L5

<http://www.sd71.bc.ca/School/huband>

250-338-6596

Mrs. Gracie MacDonald, Acting Principal

Mrs. Jennifer Hedican, Vice-Principal

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Dear Parent / Guardian:

Your son/daughter will be involved in a variety of activities, some of which could involve the student leaving the school grounds on foot. School district policy requires the school to have the consent of parents each time the student leaves the school grounds. Rather than send home a permission slip for every activity, we are asking your cooperation in completing the annual permission form (Protocol and Consent Form), which will cover all neighborhood activities that do not require transportation by vehicle and are close to the school.

This is in accordance with board policy governing same-day travel by students. Parents will be informed of any such activities at least two school days before they are to take place. Any field trips other than the above will continue to be dealt with using individual event forms.

Thank you for your attention to the above. Should you have any questions, please contact the school at (250) 338-6596.