



Success is one step out of your  
comfort zone. #manateexc

## 2016 Team Handbook



**No sacrifice, no victory.**

**ManateeCrossCountry.com**

# XC Facts

## FACT:

### **Cross Country season begins in May.**

Manatee High School Cross Country athletes must be thorough, dedicated, and intelligent with respect to their training. You are the runners of the future, and you must own and maintain the reputation of our school for the years you compete here. It is a tremendous sense of accomplishment to look back on a summer and rejoice every time you race well as a result of the hard work you put in. Likewise, it is a constant source of disappointment when you look back for a year and always dream of "what could have been."

## INTRODUCTION TO THE SPORT:

Cross Country is a sport in which teams of runners compete over a course of open or rough terrain faster than other teams. It differs from road running or track running principally in the course, which may include a combination of grass, mud, trails, sidewalks, roads, woodlands, and water hazards. When scoring, it is the lowest score that wins. Scoring teams consist of seven runners. It is a popular participatory sport, which takes place in the autumn and winter when soft conditions underfoot prevail. Popular abbreviations for Cross Country are XC or CC.

## THE XC TEAM:

At Manatee High School, we encourage athletes of all shapes, sizes, ages, and athletic abilities to try Cross Country. It is a sport unlike any other. The Manatee High School Cross Country team is like a family; we support and encourage each other, celebrating each runner's improvement and accomplishment. We enjoy team dinners, trips to theme or water parks, a nice end of season awards banquet, and lots of great team "goodies" such as T-shirts, bags, socks, and water bottles. Make no mistake, we work hard running mile after mile on hot afternoons. But, through that hard work, we have fun, pushing each other to improve, and appreciating the success of the team and each individual.

In Coach Darling Reed's first year coaching girls' cross country at Manatee High School, the team won the County, District, and Regional Championships, and placed seventh at the State Finals. In 2004, the Hurricanes repeated as County champions and competed at Region. In 2005, the team took the runner-up spot at the

# XC is a Team Sport!

County meet and competed at Region once again. In 2006 the team took first place at three different meets, second at County, third at District, and made a return trip to the State Finals, placing 17th. In 2007 the team competed at Region and we had one individual State Finalist. The girls were Regional qualifiers again in 2008 and 2012. In 2014 and 2015 we had one girl and one boy compete at Region each year.

The team's success is due to the hard work and preparation of all the individuals **over the summer** and coming together as a team during the season.

Be sure to check out your Cross Country and Track trophy case in the lobby/reception area of the admin building.

## XC PRACTICE:

We train Monday through Friday and most Saturdays that we do not have a race. The practice schedule is on ManateeCrossCountry.com. We practice at G.T. Bray's 51<sup>st</sup> Street Park unless otherwise indicated. You need to attend every practice and meet. If you have a valid reason to be absent, please notify coach in advance.

## YOUR REQUIREMENTS:

1. Read and abide by the XC team handbook
2. Attend every practice and meet. If you have a valid reason to be absent, please notify coach in advance **YOURSELF**. Do not ask a teammate or parent to do this for you.
3. Wear or bring a T-shirt or tank top to practice. Girls may train in just a sports bra and boys without a shirt but you must wear a shirt during meetings, stretching, awards ceremonies at meets, on the bus, and anytime you are not running. Shirts must be worn on MHS campus at all times.
4. Turn in the entire athletic paperwork packet before the first practice, including the mandatory \$50 athletic insurance which may be paid with cash or check payable to MHS with student name on memo line and parent phone number on the check.

# What's in a Season?

## YOUR REQUIREMENTS - CONTINUED:

- Summer training log signed by student and parent. If a training log is not turned in by a returning runner, then that runner will not attend the Disney Meet weekend. First year on the team - you may earn your way to the Disney Meet weekend by turning in a training log or having perfect attendance at practice and showing improvement in your race times.
- Team fees will help cover excess team expenses such as transportation, awards banquet, team dinners, team activities, and the many items you get to keep: shirts, tanks, water bottles, bags, etc. It does not cover all expenses, but does help offset some. The team fee is \$100 per athlete and the options for satisfying this fee are listed below:

**Option 1:** Pay \$100 cash or check payable to MHS XC (checks must include a parent/guardian phone number and the athlete name on the memo line). Team fees are non-refundable and tax deductible. If you cannot afford or do not wish to pay the \$100 team fee, you may be interested in the other options.

**Option 2:** Bring in a minimum of \$200 in Canes Classic sponsors. Sponsorships must be monetary (not in-kind).

**Option 3:** Each team member may sell MHS decals at four home football, soccer, or basketball games

**Team fees are due before the first meet (Aug. 27) in order to travel with the team to meets. If a team member has a special financial need, please contact Coach Rae Ann privately for options. Money should NEVER be the reason someone does not join the team or participate.**



# #WeAreManatee

# Hydrate, Hydrate, Hydrate

## TEAM WEB SITE:

ManateeCrossCountry.com is your team Web site. It contains the schedule, important news, results, photos, details about the meets we host, an online store for purchasing MHS XC merchandise, and a way to contact your coaches. **Go to [www.ManateeCrossCountry.com](http://www.ManateeCrossCountry.com) for the most current meet schedule and team information.** Practice times and locations may change occasionally, so please be sure to check our team Google Calendar several times per week. This link is a shortcut to our calendar: [tinyurl.com/manateexc](http://tinyurl.com/manateexc)  
**Please bookmark it and save it to your phone!**

## XC SEASON:

Cross Country season starts in May with summer training/conditioning, which lasts until the first day of official practice in August. We do practice on teacher in-service days, record days, and other days off from school. All of our races are 5K (five kilometers or 3.1 miles). The meets start in late August and we host the Labor Day Canes Cross Country Classic 5K & 1K as our team fundraiser. This race is open to the public and is our team's main fundraiser so everyone is expected to help out. Regular season meets are usually Saturday mornings but we do have some on weekday afternoons/evenings. Our home Cross Country meet is called the Bradenton Runners Club Invitational on Saturday, September 3, 2016 at G.T. Bray. This year we also host the Tri-County Championship at GT Bray on Saturday, October 15, 2016. **We will need many parent and adult volunteers to make our home meets a success.** The State Series begins with the 4A District 8 Championship [more commonly known as "District"] on Thursday, 10/20/2016 at Taylor Park. After District is the 4A Region 2 Championship [more commonly known as "Region"] on Friday, 10/28/2016 at Holloway Park in Lakeland followed by the FHSAA State Finals [more commonly known as "State"] on 11/5/2016 in Tallahassee. How we finish as a team at District determines if we advance to Region and then how we finish at Region determines if we advance to State.

# Health, Nutrition, & Equipment

# No Cotton Please

## INJURIES OR ACHES & PAINS:

It is our goal to prevent injuries through our dynamic warm up (lunges, skipping, etc.) and gradual increases in mileage, strengthening exercises, and stretching. If you do have an injury or some unusual aches and pains, please keep your coach informed. **Communication is very important.** We do have access to the athletic trainer and the training room in the North (newer) Gym. It is on a first come, first served basis, so please go immediately after school, sign in, and follow all training room rules. Always tell your coach if you are working with the trainer.

## OUR COMPETITION:

In Cross Country, Manatee High School competes in the following leagues:

**Manatee County at the Tri-County Championship**

**4A District 8**

**4A Region 2**

**4A State Finals**

During the regular season we will compete against schools from all over Florida of all sizes.

## HYDRATION & NUTRITION:

All Cross Country athletes must drink water all day long. Start by drinking 10-12 oz. of water when you get up in the morning and continue to **drink all day** at school. Bring a water bottle with you to classes and refill it between classes. Try to drink a sports drink or juice at lunch. If necessary, your coach will speak with MHS administration if you have any issues with drinking water during class or possibly using the restroom a little more frequently. If you do not drink regularly throughout the day, you will feel the negative effects of dehydration once you start practice in the hot afternoon. Do not think that after school you can make up for not drinking all day; it just isn't possible. If you are even slightly dehydrated, your body will have to work much harder to do the same workout it did with ease the day before. Stay hydrated and you will feel better and run easier. **Being dehydrated just 3% will result in a 10% decrease in performance.** So if you run a 20:00 5K, you will run 22:00 in the same conditions on the same course with just being dehydrated 3%. This is huge!

**Fueling BEFORE:** It is extremely important to eat **breakfast and lunch** every day. Your afternoon workouts will be challenging so you must fuel your body. If you are hungry right after school, please do eat a **light snack** that is quick and easy to digest. Be sure to eat it immediately at 2:05 p.m. so that you have time to digest before we start at 3:00 p.m. The team Google calendar will show speed/tempo days so that you know not to eat or to eat VERY lightly on those days. On easy days or long run days, it is okay to eat slightly more. Please ask Coach Rae Ann for after school snack ideas that are quick and easy to digest and will also energize your workout. If you eat the wrong foods or eat too much, you will have discomfort and other issues if you try to run hard on a full stomach. Please be smart about your meals; eat breakfast and lunch every day. If the cafeteria does not offer items you like, then bring your lunch. You will not be able to run well in the afternoon if you skip meals.

**Fueling AFTER:** As soon as Cross Country practice ends, it is important to eat something right away to start refueling your muscles. If dinner is not ready right away, have a small snack such as a little bit of fruit or veggies with a small amount of protein such as cheese, meat, peanut butter, or milk. Cereal with milk is a great option that has both protein and carbs. Keep in mind that after running hard or running in the heat, you might not have much of an appetite, but **the first 30-60 minutes after a workout is the most important time to eat.** That first hour is when you are able to best refuel your muscles to recover from the day's workout and to prepare your body for the next day. Cold, low fat or fat free chocolate milk is a popular recovery drink after a run because it contains both carbohydrates and protein. If milk is not your thing, have a small Clif bar or some sports drink and a small Snickers bar. Be creative but just be sure to start refueling right away.

## XC EQUIPMENT:

**The equipment needed for Cross Country is minimal - good running shoes, socks (no cotton), sports bra, tank top or t-shirt, shorts or running skirt, towel, and water bottle.**

You will need a good pair of running shoes. You will also need "synthetic" running socks - **NO COTTON**. You do not have to spend a lot of money on socks, just be sure they are made of materials such as Coolmax, Dri-Fit,

polyester, spandex, or lycra. When you sweat, cotton socks get wet and stay wet, which causes friction and heat in the shoe, and then results in blisters on your toes and feet. Products such as BODYGLIDE, Aquaphor, Blistershield, and Vaseline can help, but good socks are your best bet.

### BRING A TOWEL & WATER BOTTLE TO EVERY PRACTICE & MEET.

We will have towel contests (with prizes) during the season for best, most unusual, most creative, or unique towel. The contest is a fun reminder to bring a towel every day.

You should have a water bottle with you all day at school, so bringing it to practice should be no problem. We do not usually provide cups at practice. We do supply each athlete with a water bottle to keep. It is your responsibility to bring it each day and keep it clean. **DO NOT SHARE YOUR WATER BOTTLE** as that is how colds, flu, and other germs are spread throughout the team. We should never, ever see anyone put their mouth near the spicket of our coolers.

### FUNDRAISERS:

The Labor Day **Canes Cross Country Classic** 5K Race & 1 Mile Fun Run/Walk is our team's primary fundraiser. Each one of you benefits from the Canes Classic as the money is used to purchase team T-shirts, bags, water bottles, the awards banquet dinner and special awards, transportation, uniforms, our social events such as past trips to Pirate's Cove, Blizzard Beach, Howl-O-Scream, Wet 'n Wild, overnight trips, team dinners, etc. Our Cross Country parents are the boosters club. In the past, our XC parents have been so wonderful with their generous sponsorships, race day help, and clean up. We could not do this without all of you. **We always need help securing more race sponsors to cover the costs of the race awards, insurance, race T-shirts, and permits.** For full race details, registration, and sponsorship information, please visit the race Web site at [www.CanesClassic.com](http://www.CanesClassic.com).

If you would like to assist with race planning, securing sponsors, door prizes, or hospitality items (food & drink), please contact Coach Rae Ann Darling Reed.

### OUR HOME MEET:

The **BRC XC Invitational** on September 3, 2016 is our team's home invitational meet, sponsored and supported by the Bradenton Runners Club. Our Cross Country parents/boosters are needed to volunteer at this meet.

### PHOTOGRAPHER:

We are in need of a few parents to take photos of both the boys and girls in all four races (girls varsity, boys varsity, girls jv, boys jv) at each of our meets. We ask that you try to capture everyone on the team and provide a CD labeled with the meet name and date to Coach Rae Ann with all the photos within one week after each meet. These photos will be used in the MHS yearbook and for other team publicity (newspaper, social media, etc.).

# Manatee Distance Project

## Your Coaches

## #WeAreManatee

### GIRLS COACH:

Coach Rae Ann E. Darling Reed started coaching in 2001 at her former high school in Monson, Massachusetts. She then moved to Bradenton in 2003 and began as an Assistant Cross Country and Track Coach at Manatee High. In 2004 she became Head Coach for the Girls Cross Country team. Coach Darling Reed has been a runner for most of her life, competing in Cross Country and Track at Monson High School and at Brown University. She has competed since 1985 in races at distances from the 400 meters up to 57 miles. She is a Road Runners Club of America and USA Track & Field Level 2 Endurance certified running coach. Coach Darling Reed is an active member of the Suncoast Striders Walking & Running Club, Bradenton Runners Club, Manasota Track Club, RRCA, and USA Track & Field. She is a Fit Expert at Fleet Feet Sports Sarasota and runs her own company, RunnerGirl Inc. [www.RunnerGirl.com](http://www.RunnerGirl.com)

### **How to Contact Coach Darling Reed:**

Cell: (941) 586-9375

Email: [coach@runnergirl.com](mailto:coach@runnergirl.com)

MHS Fax: (941) 741-3443

Mail box at MHS in teacher mail room near the windows

### What to Call Her

**Any of the following work, just pick what is comfortable for you:**

Coach Rae Ann

Coach Rae

Coach Darling

Coach Darling Reed

I really DO NOT like to be called Coach Reed.

Thanks! ☺

### BOYS COACH:

Coach Christopher Owens ran cross country and track at Manatee High School 2008-2010. During that time he was a Regional Qualifier in Track and a State Finalist in Cross Country. His high school PR (personal record) was only 13 seconds off the MHS school record. In the years since his graduation, he has attended State College of Florida and works full time at Publix. Coach Owens has run numerous road races for fun and for the past several years has volunteered his time with the Manatee High School Cross Country and Track teams at practice and working at our home meets. After his two years running in Michigan and three years for Manatee High, his biggest takeaway from high school Cross Country is that as a team they pushed each other to run their best and did not leave anyone out. They won as a team! Coach Owens brings a great amount of energy, enthusiasm, and love of the sport. We welcome him in his first year coaching at MHS!

### **How to Contact Coach Owens:**

Cell: (941) 894-7290

Email: [coachchristophero@gmail.com](mailto:coachchristophero@gmail.com)

MHS Fax: (941) 741-3443

Mail box at MHS in teacher mail room near the windows

**[www.ManateeCrossCountry.com](http://www.ManateeCrossCountry.com)**



# Manatee High School Cross Country Contract

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This contract is in place to ensure there are no discrepancies with the policies and procedures expected of this team. The Cross Country (XC) contract addresses all aspects of the Manatee High School program. When an individual decides to join the team she/he decides to follow these policies and live a specific lifestyle. This is what distinguishes a Cross Country (XC) athlete from other students.

## POLICIES:

1. No student on the XC team will: a) use tobacco products, drugs, or alcohol, b) speak in a disrespectful manner towards any adult, c) disagree with a coach or official in public, or d) break any policies set forth in Manatee County School's Student Code of Conduct Book
2. All students will maintain a 3.0 cumulative GPA. Remember, you are a student-athlete; being a student comes first!
3. All students will have all paperwork and fees in by the deadline.
4. We ask that we have your full commitment and effort during the entire practice time. All cell phones must be turned off or put on silent during practice time.
5. Practice is Monday through Friday, Saturday mornings, and will also include record days, teacher workdays, and some school holidays. Please plan accordingly. Parents, please arrive on time to pick up your son or daughter. Practice end times are listed on the calendar so that you do not have to wait for a call or text from them to let you know when practice is over.
6. XC practice will be your first priority over all other activities, including but not limited to other sports or athletic clubs/teams, volunteer or service clubs, work, etc. **Individual conflicts will be handled on a case by case basis.**
7. If a student will be absent or late to practice, **it is that student's responsibility to inform the coach before practice starts via call, text, or email. Do not have another team member or your parent inform the coach of your absence.** You have your coach's cell phone number - use it!
8. Unexcused absences at practice will result in sitting out that week's meet. A student may have one (1) unexcused (did not tell the coach) absence from practice and on the second infraction, they will be dismissed from the team. **Communication and attendance are important.** An unexcused absence means that you did not call or text to tell the coach that you would not be there **and why.**
9. An unexcused absence from a meet will result in dismissal from the team.
10. Athletes are welcome to express their opinions to coaches in a private setting and should not address meet officials with opinions or issues - **always talk to your coach first.**
11. Participation in all fundraisers by all team members is mandatory.

## TEAM PROCEDURES:

The Varsity Cross Country team is a "non-cut" team; however, you may be removed from the team for excessive absences or behavioral issues. If you come to practice every day and work hard, you are on the team. All athletes are members of the Varsity Cross Country team. Even though everyone is a member of the Varsity team, not every athlete will compete in every single meet. Certain meets are only for the top runners. If you are not in the top seven at the beginning of the season, you will have a chance to move into a scoring spot at any time during the season. Most invitational meets will only allow seven runners in the "Varsity" race, so the rest of the team will compete in the "JV" race. In these cases, times from both races will be compared when determining who will be in the top seven at the next meet.

# Manatee High School Cross Country Contract ... Continued

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## VARSITY LETTER:

This year we are trying something new! Everyone starts the season with a Varsity Letter! **It is up to you to keep it or lose it.** Attendance at practice and meets, scoring in a meet, work ethic, and attitude all factor in to keeping your Varsity letter. Attendance is extremely important. Even if your absences are excused, they are still absences. You must compete in a minimum of four (4) meets prior to District to maintain your Varsity letter. If you miss a lot of practices or meets, please do not be surprised at the end of the season if you have lost your Varsity letter or are not considered for other award such as MVP, Coaches, Most Improved, etc.

## Specific Criteria for Keeping Your Varsity Letter:

- Attendance, attendance, attendance! If you have to miss, **you** let your coach know as many days in advance as possible. Once practice starts, we need to know where you are.
- **\*Be at every practice and meet\***
- Communicate with coach in advance if you have a legitimate conflict and cannot attend a practice or meet. For meets, we do entries at least 2 weeks in advance.
- Give 100% effort every day
- Complete all workouts
- Complete the entire season
- Help spread a positive attitude throughout the team
- Finish in the top seven (score points) for our team in a meet
- Return all equipment that was issued to you
- Pay all monies owed the team for fundraisers or equipment purchased

## MEET PROCEDURES:

- All team members are expected to be punctual for meets. The bus will not wait for late arrivals!
- **Arrival and warm-up:** When we arrive the team will follow the captains to a team area. The team will assist in carrying team equipment, water coolers, tent, tarps, etc. and set up our area.
- All athletes are expected to start the warm up at least 60 minutes before their race and warm up together, this includes the 20:00 warm up jog and dynamic warm up that will be led by your team captain.
- **Cool down and departure:** The entire team will jog a 10:00 cool down and stretch together after the meet. We will hold a brief team meeting and then everyone will assist in carrying equipment back to the bus.

## AT THE END OF THE MEET:

All athletes will clean up their area and are expected to personally thank the host coach for putting on a quality meet for us to attend. Always thank the bus driver when we return home. At home meets all team members must stay to help clean up.

Together through cooperation and hard work, we will become successful in both sport and life. **This team's success depends on you and your commitment to excellence.**

We want the Manatee High School Cross Country team members to be a cut above the rest. When we travel across Florida we want other schools to commend our athletes not only for their athletic talents but also for their superior behavior and manners. Manatee High School is a first class program, so let's treat it like one.

Let's have fun, communicate well, and ask questions often. Plan and budget your time, prepare yourself for the most fun you could ever have as a member of a successful team of distance runners.

Please feel free to contact the coaches with any questions or comments.

**PARENT-ARRANGED TRANSPORTATION TO/FROM FIELD TRIP  
RELEASE AND HOLD-HARMLESS AGREEMENT**

**(This form must be completed and returned to the Field Trip Coordinator)**

I, \_\_\_\_\_, parent or guardian (herein "I," "me," or "my") of the following minor child \_\_\_\_\_, (herein "Child"), on my own behalf and on behalf of my Child, do hereby agree with The School Board of Manatee County, Florida ("School") to all the terms and conditions below regarding transportation of my child to/from the school field trip to be held on \_\_\_\_\_ at \_\_\_\_\_ ("Field Trip"):

1. \_\_\_\_\_ (initial) I have arranged for transportation of my Child to/from the destination at which the Field Trip will be held. This document serves as my written notice that I am knowingly and affirmatively declining the option to participate in school-provided transportation to/from the Field Trip, if any.
2. \_\_\_\_\_ (initial) The means of transportation I will use to transport my Child to/from the Field Trip has been selected by me alone without consideration, consultation, authorization, approval, or recommendation by the School. I have determined the means of transportation to be both appropriate and safe for my Child. Evidence of required licensure and insurance for lawful transportation of my Child has been provided to my satisfaction, and the School has made no representation in that regard.
3. \_\_\_\_\_ (initial) During any period in which my Child is being transported to/from this Field Trip, my Child is not part of the Field Trip and is not in the care, custody, or control of the School, but rather is within my care, custody, and control. The Field Trip begins for my Child only after the following two conditions are satisfied by me: (1) my Child is physically transported to the Field Trip destination by the means I have arranged; and (2) the Field Trip Coordinator or an approved Chaperone has knowingly and with affirmative acknowledgement assumed care, physical custody, and control of my Child at the Field Trip destination.
4. \_\_\_\_\_ (initial) It is my responsibility to ensure that the Field Trip Coordinator or an approved Chaperone has knowingly and with affirmative acknowledgement assumed care, physical custody, and control of my Child at the Field Trip destination. Dropping my Child off at the Field Trip destination does not constitute an adequate transfer of care, custody, and control of my Child to School personnel.
5. \_\_\_\_\_ (initial) I ASSUME FULL RESPONSIBILITY FOR ANY AND ALL RISK OF BODILY INJURY, DEATH OR PROPERTY DAMAGE related to or arising from transportation of my Child to/from the Field Trip.
6. \_\_\_\_\_ (initial) To the fullest extent permitted by applicable law, I hereby forever RELEASE, WAIVE, DISCHARGE, AGREE TO INDEMNIFY, HOLD HARMLESS AND COVENANT NOT TO SUE THE SCHOOL, ITS OFFICERS, DIRECTORS, EMPLOYEES, AGENTS, AND ASSIGNS, FROM ALL LIABILITY TO ME, MY CHILD, OUR PERSONAL REPRESENTATIVES, ASSIGNS, HEIRS, AND NEXT OF KIN, FOR ANY AND ALL LOSS OR DAMAGE, AND ANY CLAIMS OR DEMANDS THEREOF, ON ACCOUNT OF INJURY TO THE PERSON OR PROPERTY OR RESULTING IN DEATH OF MY CHILD, RELATED TO OR ARISING FROM TRANSPORTATION OF MY CHILD TO/FROM THE FIELD TRIP.
7. \_\_\_\_\_ (initial) If any portion of this Agreement is held invalid, the balance of the Agreement shall continue in full legal force and effect. Any action brought to enforce this Agreement shall be brought exclusively in an appropriate court in and for Manatee County, Florida, and Florida law shall govern any such action. The School, as an agency of the State of Florida, is a sovereign entity that is by law immune from suit except to the extent specified in § 768.28, Florida Statutes. No provision of this Agreement shall constitute, or be interpreted as, a waiver of sovereign immunity, and all defenses relative to sovereign immunity shall be preserved.

\_\_\_\_\_  
PARENT/GUARDIAN'S SIGNATURE

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_\_  
DATE

# Release of Liability for Return Parental Transportation

I, \_\_\_\_\_ am taking my child(ren):  
*Parent/Guardian*

\_\_\_\_\_  
Child's Name

\_\_\_\_\_  
Child's Name

\_\_\_\_\_  
Child's Name

from the following field trip location:

\_\_\_\_\_  
*Field Trip/Event Location*

on this date \_\_\_\_\_ and time \_\_\_\_\_ and effective immediately hereby release, hold  
*mm/dd/yy hr/min*

harmless, and indemnify the School Board of Manatee County from any and all responsibility for my child(ren) as well as for any and all liability for any injuries that may occur to my child(ren) during, or as a result of, my transportation of my child(ren).

\_\_\_\_\_  
Parent/Guardian's Signature

**STOP and READ!** Prior to releasing any student to a parent, District personnel must verify the parent's identity and initial in the space below. If identity cannot be verified, the student **MUST NOT** be released and the student must return along with the other field trip participants.

\_\_\_\_\_  
Initials      Parent/Guardian identity has been confirmed by photo ID, personal knowledge, or by reference to other reliable and verifiable information.

**COMPLETE AND RETURN THIS FORM TO THE FIELD TRIP COORDINATOR**

MIS 41-01017, Expires 5/20/16  
School Management