**HEADTEACHER APPROVAL – DEPARTMENTAL PROGRAMME FOR SESSION 2018/19**

**PERMISSION TO SEND PUPILS ON UNACCOMPANIED CURRICULAR ACTIVITIES**

|  |  |
| --- | --- |
| **Department**  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Year**  | **Level** | **No of pupils** | **Brief description of activity** |
| **1** |  |  |  |  |
| **2** |  |  |  |  |
| **3** |  |  |  |  |
| **4** |  |  |  |  |
| **5** |  |  |  |  |
| **6** |  |  |  |  |

I certify that the above activities are likely to take place during the academic session specified above; that the activities are routine; that organising teachers will brief pupils appropriately; and that out-of-school information cards will be issued in accordance with procedures.

**FOR OFFICE USE**

I am satisfied that all reasonable safety measures have been taken in accordance with The Moray Council, Educational Services procedures and give approval for the above programme.

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| Signed |  |
| Date |  |