



# REDLANDS UNIFIED SCHOOL DISTRICT

## FIELD TRIPS AND EXCURSIONS CAFETERIA NOTIFICATION

*If you have a field trip planned, the following steps are necessary in order for the cafeteria to fill your needs:*

1. Review parent permission slips and list the students who are requesting a meal in the chart below (or attach a class roster with students' names highlighted). If parent indicates a food allergy, write the information next to the student's name.
2. Turn in Cafeteria Notification form and list/roster at least seven (7) days before the trip.
3. On day of the field trip pick up the form, list/roster, and meals from the cafeteria.
  - ✓ As sack lunches are distributed check off each student's name as he or she receives a meal.
  - ✓ At the end of the day return the form and any unused meals to the cafeteria.

### ELEMENTARY SCHOOL SACK LUNCH ORDER

Requesting teacher: \_\_\_\_\_ Field Trip \_\_\_\_\_  
 Date(s): \_\_\_\_\_ Departure Time: \_\_\_\_\_  
 Time Lunches Will Be Picked Up: \_\_\_\_\_

**STUDENT NAMES**  
 (or attached class roster)

STUDENT NAME    ✓ WHEN MEAL GIVEN	STUDENT NAME    ✓ WHEN MEAL GIVEN
1. _____	16 _____
2. _____	17 _____
3. _____	18 _____
4. _____	19 _____
5. _____	20 _____
6. _____	21 _____
7. _____	22 _____
8. _____	23 _____
9. _____	24 _____
10. _____	25 _____
11. _____	26 _____
12. _____	27 _____
13. _____	28 _____
14. _____	29 _____
15. _____	30 _____

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