

Hopkins Elementary  
400 Clark St.  
Hopkins, MI 49328

Dear Parent/Guardian:

Throughout the school year, special events and field trips create opportunities for our students to get their pictures taken by reporters and/or ride school buses. We are asking that you read and sign below in order for us to make plans and implement them with the minimum amount of extra paperwork and confusion.

**PICTURE RELEASE:** Special events and promotions will give Sycamore students exposure in the media. By signing below, you are giving permission for your child to be photographed and/or videotaped during these events with the possibility that they may appear in the news.

Child's Name: \_\_\_\_\_ Parent Signature: \_\_\_\_\_

**FIELD TRIP PERMISSION:** Our school will occasionally sponsor field trips. The teachers will notify you of specific trips as they draw near. At that time, they will also give you complete information about lunch plans, expenses, times, etc. By signing below, you are giving Hopkins Public Schools permission to transport your child to and from these locations.

Child's Name: \_\_\_\_\_ Parent Signature: \_\_\_\_\_

Thank you for taking the time to complete this form. If you have any questions, please call me at school 681-9189 (extension 6509).

Sincerely,

Mary Howard, Principal  
Hopkins Elementary School