



Two Week Checklist

Send in this form two weeks before attendance to:

info@ecosinstitute.com

Please allow for holidays and breaks when school is not in session.

School _____ Dist. _____ Date _____
 School Phone _____ # of Boys _____ # of Girls _____
 School Fax _____ Grade (5th/6th) _____ Total _____
 Contact Person _____
 Email Address _____
 Principal _____
 Principal's Home Phone* _____

*Confidential - for emergency only, after school hours.

Bus Company _____ Bus Phone _____
 Dispatcher's Name _____ After Hours _____

Bus will leave school at _____ a.m. Arrival time at ECOS is 11:00am on the first day.

Buses should arrive on site on the last day no later than 10:00 a.m. to load and leave by 11:00 a.m. Transportation understands that buses must carry chains during winter weather conditions.

YES NO

On the morning of departure all students temperature must be taken, recorded, and a copy sent to the program director. Students with a temperature of 100 or higher will be unable to attend.

Important: Confirm all students with special needs and medical concerns who will attend ECOS.

Student Name	Condition	Parent Name/Phone
_____	_____	Tel. _____
_____	_____	Tel. _____
_____	_____	Tel. _____
_____	_____	Tel. _____
_____	_____	Tel. _____

Teacher's Name *	Male or Female:	If leading a trail, pick ECO, GEO, or BIO. If assisting, leave blank	E-Mail Address:
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

* Please note there must be one teacher for every 25-35 students.

Visitors (Principal, DARE Officer, etc.)	Date and Time	
Name/Title	Arrival	Departure
_____	_____	_____
_____	_____	_____
_____	_____	_____