

February 15, 2026

To Whom it may concern:

I am writing to respectfully request permission for our World Language Club to travel out of state for an end-of-year field trip to Kansas City on April 26, returning the same day.

This trip will include approximately 60 students and will feature team-building activities at GO Ape and an obstacle course. These experiences are designed to promote collaboration, leadership, and student engagement while celebrating a successful year.

Our World Language Club currently serves over 150 students who have been actively involved in concession stands and community fundraising efforts throughout the school year. These students have shown great dedication and responsibility, and this trip will serve as both a reward for their hard work and an opportunity for personal growth.

All necessary supervision, transportation, and safety procedures will be followed in accordance with school policies. We believe this experience will be meaningful and memorable for our students.

Thank you for your time and consideration.

Sincerely,
Erika Fuentes Rafael
World Language Club Sponsor
Spanish Teacher