



A. Linwood Holton Governor's School

February 8, 2018

Dear Parent:

The A. Linwood Holton Governor's School Anatomy & Physiology class will be holding their "Spring 2018" field trip on March 11-12, 2018. Both year-long students (7:20-8:10 and 11:40-12:30) are encouraged to attend this educational adventure, not only for the learning experience and the social interaction with their peers, but to fulfill the requirements for dual enrollment. Students will be visiting the **Lincoln Memorial University** as well as the **LMU School of Veterinary Medicine**, both are in Harrogate, Tennessee. The field trip will begin on Sunday, March 11th at 5:00PM at the Southwest Virginia Higher Education Center in Abingdon, Virginia. Students are to go directly to their bus, which will be parked in front of the Southwest Virginia Higher Education Center. The field trip will conclude on Monday, March 12th between 5:00-5:30PM at the Southwest Virginia Higher Education Center. If you will be picking up your daughter/son at the end of the field trip, please be at the Southwest Virginia Higher Education Center around the appointed time. Our bus driver will make every effort to adhere to the stated schedule.

The medical staff and faculty at each institution are very excited about the upcoming visit of our Anatomy & Physiology students. Holton Governor's School anatomy students will be included in lectures, labs, and current research while there. Students will also take part in a discussion with admissions counselors and current medical students so they can better understand what life is like preparing for a career in medicine.

In order to make this adventure an enjoyable learning experience for everyone, all students will need to abide by the following:

Participation:

- While it is not a requirement to attend this field trip, important lab requirements (for this course) and scientific explorations will be fulfilled at this time. *Students who do not participate in this trip will be required to complete a research project that will be assigned by their instructor in lieu of the information they will have missed.*
- All students who register for this field trip will be required, without exception, to participate in ALL activities of the field trip.

Transportation:

- Students will travel by bus.

Luggage, etc.:

- Students will be allowed one (1) medium sized piece of luggage. This luggage **MUST** display a nametag.
- Students will be allowed to bring one small pillow.

Hotel Information:

- Students will be staying overnight at the Hampton Inn, in Morristown, Tennessee. In case of emergencies, the telephone number of the hotel is 423-587-0952. Only when necessary will students be allowed to make telephone calls, local or long distance.
- Students and parents will be responsible for any additional hotel charges.
- Meals will be provided; however, students may bring extra spending money for incidentals if they choose.
- Students will be considerate of others during their stay and will abide by the rules set forth within the permission form.

Forms:

- There are four forms that need to be completed prior to any A&P student attending this field trip.

Please complete, sign and return the following to the Governor's School by March 1, 2018:

- (1) Linwood Holton Governor's School Permission Form
- (2) Linwood Holton Governor's School Emergency Medical Form
- (3) Linwood Holton Governor's School Participant Wavier and Hold Harmless Form
- (4) Educational Based Access to Math and Sciences Human Gross Anatomy Lab and Donor Materials

Please send to the attention of:

Holton Governor's School
Attn: Field Trip
P.O. Box 1987
Abingdon, VA 24212

February 8, 2018

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If you have any questions, please feel free to contact me at (276) 619-4326. Thank you for your continued support.

Sincerely,

Mike Robinson

Michael M. Robinson, Director
A. Linwood Holton Governor's School

Enclosures:

Linwood Holton Governor's School Permission Form
Linwood Holton Governor's School Emergency Form
Linwood Holton Governor's School Participant Wavier and Hold Harmless Form
Educational Based Access to Math and Sciences Human Gross Anatomy Lab and Donor Materials



A. Linwood Holton Governor's School

Permission Form

The following guidelines must be adhered to while participating in any A. Linwood Holton Governor's School field trip. Violation of these standards may result in immediate return of the student as well as subsequent disciplinary action.

1. Any student who drives to the Southwest Virginia Higher Education Center must park his or her vehicle in the parking lot across the culvert (below I-81). Students will not be allowed access to personal vehicles until all school activities are completed.
2. No alcohol or other illegal substances are allowed. Any violation will result in immediate dismissal.
3. No cigarettes, including e-cigarettes, or any tobacco products are permitted.
4. Females are not allowed in the male rooms at any time and males are not allowed in the female rooms at any time.
5. Students will be in their rooms by 11:00 p.m., unless otherwise stated.
6. Students will participate in all activities as arranged by the Governor's School.
7. Students will conduct themselves as young adults at all times and remember their actions are reflective of the home and the Governor's School.

I, _____ (please print), plan to participate in the Governor's School "Spring 2018" Lincoln Memorial University field trip. I have read and understand the rules stated above. I agree to abide by these rules and realize that I can be dismissed from the program for failure to comply with them.

(Student's Signature)

(Date)

I have read the guidelines above, and I give permission for my son/daughter to participate in the Governor's School field trip as scheduled. If needed, I can be reached during the day at _____ or the evening at _____.

(Parent's Signature)

(Date)

**THIS FORM MUST BE SIGNED AND RETURNED
TO THE GOVERNOR'S SCHOOL
BY MARCH 1, 2018.**



A. Linwood Holton Governor's School

EMERGENCY MEDICAL FORM

(Please type or print)

STUDENT'S NAME _____ SEX _____ D.O.B. ____ / ____ / ____

ADDRESS _____

TELEPHONE (DAY) _____ (EVENING) _____

Please list any significant health problems that might be important to a physician evaluating this student in case of an emergency. _____

Please list any allergies, etc. _____

Is student presently taking medication? _____ If yes, what type of medication? _____

Please list date of last tetanus shot. _____

During Governor's School, students will be participating in a variety of activities. If there are any activities that this student should not or cannot participate in, please list below.

Signature of parent or guardian _____

EMERGENCY AUTHORIZATION:

IN THE EVENT THAT I CANNOT BE REACHED IN AN EMERGENCY, I HEREBY GIVE MY PERMISSION TO THE PHYSICIANS SELECTED BY THE A. LINWOOD HOLTON GOVERNOR'S SCHOOL TO SECURE PROPER TREATMENT FOR THE PERSON NAMED ABOVE.

SIGNATURE OF PARENT OR GUARDIAN _____

RELATIONSHIP TO STUDENT _____

INSURANCE COMPANY _____

INSURANCE POLICY NUMBER OR PHOTOCOPY OF CARD _____

DAYTIME EMERGENCY TELEPHONE _____

EVENING EMERGENCY TELEPHONE _____



A. Linwood Holton Governor's School

Post Office Box 1987 ♦ Abingdon ♦ Virginia ♦ 24212
Telephone 276.619.4326 ♦ Facsimile 276.619.4309

February 8, 2018

Dear Parent or Guardian:

As you know, the A. Linwood Holton Governor's School is planning a high quality field trip in the near future; it is as follows:

Mrs. Karen Smith will be taking her Anatomy and Physiology classes to **Lincoln Memorial University** as well as the **LMU School of Veterinary Medicine**, both in Harrogate, Tennessee, beginning Sunday, March 11th. This will be an overnight trip with students returning the next day, Monday, March 12, 2018. Transportation will be by charter bus.

The A. Linwood Holton Governor's School will make every effort to secure and maintain the safety of your son or daughter while we are taking any Governor's School trip. We have adequate and qualified adult supervision and expect the very best conduct from your son or daughter. Because of this fact, we ask that you sign and return the enclosed Participant Waiver and Hold Harmless Form.

Sincerely,

Mike Robinson

Michael M. Robinson, Director
A. Linwood Holton Governor's School

Enclosures

**This enclosed form needs to be in our
office by March 1, 2018.**

***Failure to do so will result in your money
being refunded and your son/daughter not
being allowed to go on any of our trips.
In this case, his or her grade will not
be effected by your action.***



A. Linwood Holton Governor's School

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Telephone 276.619.4326 ♦ Facsimile 276.619.4309

PARTICIPANT WAIVER AND HOLD HARMLESS

A. Linwood Holton Governor's School

1. In consideration for receiving permission to participate in any of the field trips during this current school year (herein referred to as **ACTIVITY**) hereby **RELEASE, WAIVE, DISCHARGE, AND COVENANT NOT TO SUE, AND AGREE TO HOLD HARMLESS** any and all purposes A. Linwood Holton Governor's School, all participating district county school boards, the A. Linwood Holton Governing Board, and their officers, servants, agents, volunteers, or employees (herein referred to as **RELEASEES**) **FROM ANY AND ALL LIABILITIES, CLAIMS, DEMANDS, OR INJURY, INCLUDING DEATH**, that may be sustained by me while participating in such activity, or while on the premises owned or leased by **RELEASEES**. I acknowledge there may be physically strenuous activities. I know of no medical reason why I should not participate.
2. I am fully aware that there may be inherent risks involved with **ACTIVITY**, and I choose to voluntarily participate in said activity with full knowledge that said activity may be hazardous to me and my property. **I VOLUNTARILY ASSUME FULL RESPONSIBILITY FOR ANY RISKS OF LOSS, PROPERTY DAMAGE OR PERSONAL INJURY, INCLUDING DEATH**, that may be sustained by me as a result of participating in said activity. I agree to indemnify and hold harmless the **RELEASEES** for any loss, liability, damage or costs, including court costs and attorney's fees, which may occur as a result of my participation in said activity. I further agree to indemnify and hold harmless the **RELEASEES** in the event that some problem or accident should occur, or that some Unforeseen Act of God or Nature, or any action or inaction by the **RELEASEES** resulting in injury or harm, or terrorist activity, should be encountered.
3. I understand that **RELEASEES** do not maintain any insurance policy covering any circumstance arising from my participation in this activity or any event related to that participation. As such, I am aware that I should review my personal insurance coverage.
4. It is my express intent that this Covenant Not to Sue and Agreement to Hold Harmless shall bind the members of my family and spouse, if I am alive, and my heirs, assigns and personal representatives, if I am deceased, and shall be governed by the laws of the Commonwealth of Virginia.

5. In signing this Covenant Not to Sue and Agreement to Hold Harmless, I acknowledge and represent that I have read the foregoing Covenant Not to Sue and Agreement to Hold Harmless, understand it and sign it voluntarily as my own free act and deed; no oral representations, statements, or inducements apart from the foregoing agreement that has been reduced to writing have been made. I execute this document for full, adequate and complete considerations fully intending to be bound by the same, now and in the future.

SIGNED this _____ day of _____.

Participant: _____

Printed Name: _____

Parent or Legal Guardian: _____

(If Participant is under 18 years old)

WITNESS (required): _____

Printed Name: _____

Educational Based Access to Math and Sciences Human Gross Anatomy Lab and Donor Materials

This form allows access on a temporary-supervised basis guided by the dates listed below on this form. This form will be kept on file in the LMU-DCOM Anatomy Department.

The Privilege of Utilizing Human Anatomical Materials.

- **Genuine and sincere respect** for the dignity of the deceased individual and the obligation to treat the body in a responsible manner is regarded as *essential*.
- Persons authorized to utilize or view human materials for educational study must be thoroughly instructed on the proper manner of professional conduct.
- Proper respect for the anatomical material must be maintained. No action is to be made, in public or private, which in any way will demean the body. Conversational improprieties and any other manner of unprofessional or unethical conduct is strictly prohibited. The need for genuine and sincere respect for the dignity of the deceased human body and the obligation to treat the body in a responsible manner is to be regarded as essential.
- All guests granted admission to locations for anatomical study must comply with the professional standards presented here.
- Be aware that specimens are preserved using chemicals that may cause skin, eye or respiratory irritation in some individuals highly sensitive to formalin and/or phenol.

PHOTOGRAPHS OF A BODY OR ANY OF ITS PARTS ARE NOT TO BE MADE FOR ANY REASON.

Note: Viewing human materials can be traumatizing to some, if you feel faint please let someone know and exit the lab immediately.

 I have read and fully understand the LMU-DCOM Anatomy Department Standard Operating Procedures pertaining to privileges and professional conduct. By signing this release I pledge to follow all rules and regulations pertaining to lab access and viewing of anatomical materials for the purpose of education only.

Institutional affiliation (Circle): LMU Other: A. Linwood Holton Governor's School

If student, name of course: Anatomy & Physiology

Circle one: Student Faculty Other: _____

Date(s) of lab access: March 12, 2018

Name (print): _____

Name (sign): _____ Date: _____

ADP Director Signature: _____ Date: _____