

invites you to meet



Margot Lee Shetterly



Author of New York Times Best Seller Hidden Figures
Tuesday, February 19, 2019

Schedule for Tuesday 2/19/19: Engineering Day on Campus

- Report to your school as usual; your teacher will lead you to transportation to Lipscomb University
- 10:00 to 10:30 a.m. Official Check-In at Collins Auditorium. *You will be chaperoned by an adult from your school, as well as a Lipscomb Student Ambassador.*
- 10:30 – 11:30 a.m. Mentoring Lunch (free) in the Bison Cafeteria, and the Traveling Science Fair Carnival
- 12 to 3:30 p.m. Hands-On Activity Rotations between Engineering, English, Math, History & other depts. 3:30 p.m. Snack (free) and Meet the Majors Student Panel, Collins Auditorium
- 4 p.m. A Conversation with Margot Lee Shetterly, Collins Auditorium
- 5:15 p.m. Dismissal from One University Park Drive, per your teacher's instructions. *No student is to be left unchaperoned at Lipscomb University.*

Emergency Point of Contact: Megan Davis, Lipscomb University, College of Engineering, office: 615.966.6244, medavis2@lipscomb.edu
In the event of inclement weather, please call 615-966-5039 for a recorded message about the status of this event.

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Permission Slip

Please complete and return this permission form to your child's teacher.

Please note there is also a Lipscomb University Media Release for Minors to sign & turn in. Thank you!

I give permission for my child, _____, a _____ grade student at _____ school, to attend the field trip to Lipscomb University (1 University Park Drive, Nashville, 37204) on Tuesday February 19th, 2019.

I have reviewed the following expectations with my child:

- 1) Students must be chaperoned at all times. No student is to be dropped off or picked up at Lipscomb without the supervision of a designated chaperone from their school.
- 2) Backpacks and cell phones are allowed, but Lipscomb University may not be held responsible for safe-guarding your child's property.
- 3) Students may be asked to put their cell phones away (if they are disruptive or prohibiting another student from fully participating) by a Lipscomb employee or a school chaperone. If the student is asked a second time, the phone may be taken up and given to a chaperone from their school for safe-keeping until the end of the event.
- 4) Any behavior that is deemed disruptive to other students and instructors during the day may result in the student being removed from the situation, accompanied by a chaperone from their school, to make a phone call to the student's guardian/emergency contact. If necessary, the parent/guardian/emergency contact will be asked to pick up the student at Lipscomb before the conclusion of the event.
- 5) Lipscomb Campus Security will be contacted in the event of any intentional destruction of property by a guest on our campus. Their policies and procedures may be found at <https://www.lipscomb.edu/safety>.
- 6) In the unlikely event of a minor injury or illness, the teacher and parent/guardian will be immediately contacted, and Lipscomb has an on-campus Health Services Office that may be utilized. The student will be transported to the North side of Campus; Health Services is in a portable behind Elam Hall and Lipscomb Academy. Should the emergency situation dictate more serious care, 911 will be called.
- 7) If I am unable to be reached, the Additional Contact listed below has the authority to make decisions about my child's attendance/participation and well-being while at this event. Should my child need to leave the event because their behavior has been disruptive to others, this contact is authorized to transport my child.
- 8) If MNPS Schools close on 2/19 for snow, this event is still likely to occur. You and your child may attend, if you provide your own transportation and chaperone your child. Please call 615-966-5039 to hear a recorded message with more instructions.

Print Parent/Guardian Name

Parent's Signature

Date

Parent's Cell Phone Number

Parent's Work/Home Number during 9-5

Print Additional Contact's Name

Additional Contact's Cell Phone Number

Medical Concerns/Dietary Needs of Child:
