

FIELD TRIPS

Field trips are an important supplement to the learning experiences of students when used judiciously and effectively. A field trip is defined as a visit to site(s) off school grounds that school personnel have determined to be an important part of a group of students' educational program. Field trips are to be educationally relevant, consistent with goals and objectives of the class curriculum, and offer experiences not available through direct classroom instruction.

Field trips and itineraries shall be authorized by the Principal and Superintendent and/or his or her designee.

A Warning and Consent Form should be sent to the parents/guardians of each child participating for a signature and return. Consent Forms of those attending should be filed with the Principal before the trip. No child may leave school grounds on a field trip unless the form has been signed by the parents.

Arrangements for financing all field trips must be made prior to the trip. If student contributions are involved, the necessary funds must be in the hands of the Principal or vendor before the trip will be taken.

Where emergency services are not available, arrangements for immediate and adequate emergency care of students and school personnel who sustain injury or illness during field trips must be in place (i.e. CPR certified staff and/or, in isolated instances a CPR trained chaperon must attend field trip).

The School Board must be notified of any overnight or out-of-state field trips. For out-of-state field trips the School Board must be notified at least 30 days prior to the field trip.

School Board approval must be in place at least six months prior to International field trips. School Board approval/notification of the field trip must be in place prior to holding fund raising events supporting overnight, out-of-state, or International field trips.

Adopted: December 1, 1998

Revised: March 28, 2016