

FIELD TRIPS, EXCURSIONS, AND OTHER DISTRICT-SPONSORED TRIPS

Field Trips

Field trips are designed to stimulate student interest and inquiry and provide opportunities for academic growth and development. To the extent that they supplement the curriculum objectives of the classroom, field trips may be authorized by the building principal.

Excursions

Any trip which involves students being away from home overnight will be classified as an excursion and will require approval, the completion of the Overnight Excursion Forms, and a disclaimer letter when necessary. Non athletic excursions require the approval of the Assistant Superintendent for CITA. Athletic excursions require the approval of the Athletic Director and building principal.

Other District Sponsored Trips

Academic, extra-curricular, and co-curricular trips other than field trips may be authorized by the building principal or Athletic Director as appropriate.

All coaches and/or advisors shall be responsible for arranging transportation to events and/or competitions, securing permission of all parents involved if students are transported in private vehicles.

Arrangements for transportations for practices outside of the instructional day shall be the responsibility of the parent.

Screening of Chaperones

Chaperones for all Fieldtrips, Excursions, and Other District Sponsored Trips shall be selected from volunteers who have been screened and approved per Policy 9230 (District Volunteers). In addition, for overnight excursions, chaperones must be at least 25 years old and must be drug screened and fingerprinted prior to approval and selection.

Transporting Students

Parents/staff members/students/community members may not transport students in their private vehicles on field trips or excursions, except in emergencies, unless arrangements are made with the Superintendent or his/her designee.

Cancellations of Field Trips and/or Excursions

Educational field trips and/or excursions are a valuable educational tool; however, the safety of students, parents and staff is our highest priority. Therefore, the Superintendent of Schools or his/her designee will have the authority to cancel or modify the field trip or excursion with no liability for reimbursement on behalf of the District when using his/her sole discretion.

- A. The Superintendent determines that conditions exist which compromise the safety of members of the educational community.
- B. When the United States State Department or other national department or agency cautions citizens regarding travel within the United States and/or internationally, the Superintendent or his/her designee may cancel a field trip or excursion.
- C. Field trips will be cancelled when school is closed.
- D. If weather conditions warrant, the Superintendent or his/her designee may cancel a field trip or excursion.

The Board directs the administration to develop guidelines for planning and implementing field trips, excursions, and other district sponsored trips.

*Adopted May 19, 2008
Revised January 19, 2015*