

Instruction

Field Trips

The Board of Education encourages authorized field trips. "Curricular field trips" are encouraged when they are an integral part of the school curriculum and contribute to the District's desired educational goals, and are intended to allow students experiences that provide them with insight, information, or knowledge that cannot be adequately developed through regular classroom experience. "Extracurricular field trips" are encouraged when they contribute to the District's desired extracurricular goals, and are intended to allow students opportunities and experiences that are extracurricular in nature.

All field trips must be approved by the Superintendent or designee. For field trips involving travel, the Superintendent or designee shall consider the written rationale of the educational or extracurricular value of the trip and the safety and welfare of the students involved before approving the trip. All field trips requiring overnight stays shall comply with administrative procedures promulgated by the Superintendent or designee to implement this policy.

The following guidelines shall apply to all field trips:

1. All field trips shall be adequately supervised by staff members and other adults.
2. The teacher(s) responsible for a field trip shall submit a list of participants to the school nurse prior to the field trip so that provisions for any special medical problems and/or precautions can be provided.
3. Parental permission must be obtained in writing before a student is allowed to participate in a field trip.
4. The teacher shall arrange for the supervision and appropriate study for non-participating students.

For curricular field trips, students are responsible for any fees associated with the trip, which may include entrance fees, food, lodging, or other costs, as well as a bus fee that may be set by the Superintendent to help defray the cost of transportation. If a student is eligible for a fee waiver under Board policy, such fees shall be waived and/or covered by the District. No student shall be excluded from a curricular field trip because of a lack of funds. For extracurricular field trips, students are responsible for all fees, including those identified above. Fee waivers may not be available for extracurricular field trips.

A student may not participate in an extracurricular field trip if the student's parent(s)/guardian(s) owe fees to the school on behalf of the student. Fees must be paid within 24 hours of the event. No student shall be excluded from any curricular field trip, however, because of his or her parent(s)/guardian(s) failure to pay school fees.

CROSS REF.: 7:270-E

Adopted: November 14, 1994

Amended: January 13, 2014

