No.   121 AR

SECTION: PROGRAMS

TITLE   FIELD TRIPS

ADOPTED: April 20, 2015

REVISED:

FORMERLY 5600

TURKEYFOOT VALLEY AREA SCHOOL DISTRICT

121.AR FIELD TRIPS

1. The curriculum shall be enriched by involving teachers and pupils in field trips, cultural exhibits, and special programs as related to the courses of study. It shall be the responsibility of the planning teacher to make a formal written request stating date, place, number of children to participate, estimate of cost and reason for the trip and subject area to the Principal using the following guidelines:

2. It shall be the responsibility of the teacher-sponsor to develop the detailed instruction and plans for each field trip for students and submit the formal request form to the Principal thirty (30) days prior to the event. Board approval is required for any general fund expenditures.

3. Written permission shall be obtained from the parents on forms provided by the Principal's office.

4. The educational value of well-planned and properly executed field trips shall be anticipated and coordinated to the course of study to which it relates.

5. Principals shall submit trip plans to the Superintendent, who shall obtain Board approval.

6. Students failing any subject need the Principal's approval to attend.

7. Sponsor must report back to the school at regular or established times to check for messages, etc., or leave a telephone number where sponsor can be reached.

8. Sponsors or Chaperones are to remain at the school, with the students, until each child is picked up by their parents or guardians.

9. Required Chaperones:
    10 students – at least one chaperone plus sponsor
    15 students – two chaperones plus sponsor
    Every additional 10 students – 1 more chaperone

    Note: The administration will authorize chaperones. Both male and female chaperones will be a part of the field trip unless waived by the Principal.

    Revised 2/14/00
    Reviewed 5/14/01, 3/20/06