

Field Trip Policy

Field trips designed to stimulate student interest and inquiry and provide opportunities for academic and social growth are considered appropriate extensions of the classroom. To the extent that they provide effective means for accomplishing curriculum objectives of the district, field trips may be requested by the building principal and submitted to the superintendent or designee for approval.

Before granting approval the superintendent or designee shall ensure that:

1. The field trip provides viable alternative for meeting relevant district goals and learning objectives.
2. Staff members requesting the field trip have carefully prepared students for the learning experience, have arranged suitable opportunities for pupils to gain maximum learning during the trip, and have planned useful follow-up activities.
3. Adequate supervision will be provided.
4. Conditions surrounding the trip have been verified by the principal.
5. Any conditions that could foreseeably place students at risk have been identified and reasonable precautions taken to avoid danger.
6. Written parental permission has been granted for student participation in field trips that extend beyond the regular instructional day.
7. Parents have been notified in writing of field trips occurring within the regular instructional day.
8. When students are asked to pay any part of the cost, provision has been made to cover the expenses of students who are unable to pay.
9. Money-raising activities designed to help fund a field trip must receive prior approval of the principal, following consultation with the superintendent or designee.
10. A parent or guardian of each pupil participating in a field trip that extends beyond the regular instructional day shall have filed with the school, a district-provided form allowing administration of emergency medical care to the child.
11. Suitable in-school arrangements have been made for students who are unable to participate in the field trip.
12. Field trips requiring overnight stay must follow the guidelines in policy 3300 "Student Out-of-District Overnight Travel"

Policy Cross Reference:

3300 Student Out-of-District Overnight Travel 8132 Activity Transportation

RSD NO. 400

Adopted: 05/29/85

Amended: 06/29/85

Revised: 8/92

Revised: 3/9/93

