

FIELD TRIPS AND EXCURSIONS

Field trips designed to stimulate student interest and inquiry and provide opportunities for social growth and development are considered appropriate extensions of the classroom.

To be educationally beneficial, a field trip requires thoughtful selection, careful advance preparation of the class, and opportunities for pupils to assimilate the experience during and at the conclusion of the trip. To this end, teachers and principals will be expected to consider the following factors in selection of field trips:

- A. Value of the activity to the particular class group or class groups;
- B. Relationship of the field trip activity to a particular aspect of classroom instruction.
- C. Suitability of the activity and distance traveled in terms of the age level;
- D. Mode and availability of transportation; and
- E. Cost: No student will be prevented from attending a field trip because of financial constraints.
- F. Written parent permission must be obtained for out of district field trips. Verbal permission by parents cannot be accepted.
- G. Approved field trips are considered essential to the curriculum and students are expected to attend.
- H. Student safety and supervision is essential and the school must have adult chaperones who will be notified on the purpose of the field trip, their role and information specific to particular children they will be supervising.
- I. The teacher responsible for the trip must have cell phone coverage at all times for emergency communication. A list of students, parent contact information and essential medical information will be kept by the lead teacher in charge of the field trip.
- J. All volunteer chaperones who accompany students on overnight trips must have an appropriate background check.

Any field trip that will require students to leave the State and/or remain away from home overnight must be presented to the Board of Directors for approval prior to arrangements being made by the faculty member involved. In the event the field trip is scheduled that does not coincide with a Board meeting, the Executive Director is authorized to give approval on behalf of the Board.

Adopted: 11/7/2012