

FIELD TRIPS AND EXCURSIONS

The Board of Education recognizes the desirability of providing off-campus experiences which will enhance the educational program of the school system. The Superintendent of Schools will determine the frequency and content of class field trips. Each student must secure the permission of his/her parent or guardian before participating in such activity.

No charge will be made to students for educational field trips, which are a necessary part of a course of study, other than the normal admission fee if one is involved. The Superintendent will ensure that no student is denied the opportunity for the trip based on the inability to pay any such fee.

If a field trip is not an essential or required part of a course of study, but, in the teachers' opinion, is desirable as an additive, the students may be charged, because the trip is in effect, an extracurricular item. However, no student will be denied the opportunity for the trip based on the inability to pay any such fee. In addition, students who do not participate are expected to be in school and will be assigned appropriate work for the day.

Factors relevant in consideration of approval of such field trips may include the relationship to the curriculum, the distance of the trip, availability of transportation, the cost involved, weather conditions, and full utilization of transportation. School bus and/or district vehicles may be used when arrangements can be made to do so without disrupting regular bus schedule. In order to make necessary transportation arrangements, all requests for field trips must be submitted to the appropriate person or Superintendent at least one week prior to the trip date.

Optional Field Trips

There may also be field trips which fall between the two types set forth above. For such trips, extensive prior planning and related follow-up is ordinarily done outside of regular class time--evenings, late afternoon, etc. These are optional field trips since students need not participate in them in order to benefit from the program to which they may be related. By the same token, they are school-related in the sense that they may be an outgrowth or offshoot of a regular program.

Students participating in trips of this nature will be expected to bear the full personal cost of such trips, such as transportation, food lodging, and admission.

The district may sponsor or endorse such trips. In these cases, sponsorship or endorsement must be approved by the Superintendent. All overnight trips will be approved by the Board.

In the case of foreign travel trips, which are part of a regular school program (such as the foreign language classes), the Board must approve each trip. Such approval will be conditioned upon adequate insurance coverage having been obtained and written assurance from the school attorney that the district is adequately protected legally.