

LINE MOUNTAIN SCHOOL DISTRICT

SECTION: PROGRAMS

TITLE: FIELD TRIPS

ADOPTED: May 28, 2002

REVISED:

	121. FIELD TRIPS
1. Purpose SC 1361	<p>The Board recognizes that field trips, when used for teaching and learning integral to the curriculum, are an educationally sound and important component of the instructional program of the schools. Properly planned and executed field trips can:</p> <ol style="list-style-type: none"> 1. Supplement and enrich classroom learning by providing educational experiences in an environment outside the schools. 2. Arouse new interests among students. 3. Help students relate academic learning to the reality of the world outside of school. 4. Introduce community resources, such as natural, cultural, industrial, commercial, governmental, and educational. 5. Afford students the opportunity to study real things and real processes in their actual environment.
2. Definition	<p>For purposes of this policy, a field trip shall be defined as any trip by students away from school premises that is an integral part of approved planned instruction, is conducted as a first-hand educational experience not available in the classroom, and is supervised by a teacher or district employee.</p>
3. Authority SC 517, 1361	<p>The Board shall be informed of all field trips approved by the Superintendent.</p> <p>Students on field trips remain under the supervision and responsibility of this Board and are subject to its rules and regulations.</p> <p>The Board does not endorse, support nor assume responsibility in any way for any district staff member who takes students on trips not approved by the Board or Superintendent. No staff member may solicit district students for such trips within district facilities or on district grounds without Board permission.</p>

<p>4. Delegation of Responsibility</p> <p>5. Guidelines</p> <p>School Code 517, 1361</p>	<p>The Superintendent or designee shall prepare and implement procedures for operation of field trips.</p> <p>Field trips shall be governed by guidelines which ensure that:</p> <ol style="list-style-type: none"> 1. The safety and well-being of students will be protected at all times. 2. Parental permission is sought and obtained before any student may participate. 3. The principal approves the purpose, itinerary and duration of each proposed trip. 4. Each field trip is properly planned, integrated with the curriculum, and followed up by appropriate activities that enhance its value. 5. The effectiveness of field trip activities is monitored and evaluated continuously. 6. Teachers are allowed flexibility and innovation in planning field trips. 7. No field trip will be approved unless it contributes to the achievement of specified instructional objectives. <p>All field trips are supervised by district employees and may include parent volunteers.</p> <p>All field trips are to be utilized during the school term, unless special approval is granted by the Board. All field trips are subject to being cancelled or postponed due to hazardous weather conditions or forecast. The district assumes no financial responsibility resulting from weather related cancellations.</p> <p>Principals are responsible to prepare a listing of the field trips which are planned for the entire school year for each grade by the end of the second week of the school term, listing the group requesting the trip, approximate cost, date and method of financing as well as the destination and instructional purpose. Field trips, sponsored by other than district funds, must meet the conditions as designated. This listing must be submitted to the Superintendent's office by the end of the second week of the school term for presentation to the Board for its approval.</p> <p>Additional details including method of transportation, roster of pupils, and educational correlation of field trips(s) to curriculum will be approved by principal and Superintendent in accordance with procedures.</p>
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