

FIELD TRIPS

Field trips can bring the school and community closer together, which can result in real life experiences that enrich the curriculum for students and also bring about better public relations.

An application for a student field trip must be completed and submitted to the Superintendent of Schools for action.

Additionally:

1. All students must have permission from a parent/guardian to participate in the field trip.
2. Trips must be properly supervised and substantially contribute to the educational program.
3. All safety precautions must be observed.
4. All trips allow student access without regard of family ability to pay.
5. All out-of-state or overnight trips must have advanced approval of the School Committee. The School Committee requires that the final approval be sought no less than 30 days prior to the scheduled trip dates.

For Out-of-Country Trips:

For out-of-country trips, the approval of both the Superintendent and the School Committee is required. Requests should be processed three months in advance of the planned trip.

1. Travel to countries cited in the United States Department of State Travel Warning Listing shall be prohibited. Refer to <http://travel.state.gov/warningslist.html>.
2. Chaperones shall carry the following documentation on foreign field trips:
 - a. Directory of addresses and telephone numbers of the U.S. Embassies and/or Consulates located in the countries being visited.
 - b. The original of the Parental Permission Form for each student, including emergency contact phone numbers for students.
 - c. Other publications appropriate to the country being visited, including those relating to safety. Refer to <http://travel.state.gov/asafetripabroad.html>.

Fundraising:

The amount of time to be devoted to fundraising activities should be reasonable and commensurate with students' obligations for homework, after-school activities and jobs. Fundraising activities for such trips will be subject to approval by the appropriate Administrator.

Trip Scheduling:

Overnight accommodations should be made in advance with student safety and security in mind. Whenever possible, student travel between the hours of midnight and 6:00 am should be avoided.

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