

## **STUDENT TRAVEL**

All student trips which include overnight travel must have prior approval of the Westfield School Committee. Overnight trips should offer significant educational benefits to students that clearly justify the time and expense of the trip. Such trips should be appropriate for the grade level.

Final approval will not be granted until all preparations for the trip have been completed including, but not limited to, all logistical details involving transportation, accommodation arrangements and fundraising efforts. The School Committee requires that the final approval be sought no less than 30 days prior to the scheduled trip dates.

Teachers and other school staff are prohibited from soliciting for privately run trips through the school system and in the schools. The School Committee will only review for approval school-sanctioned trips. The School Committee will not review or approve trips that are privately organized and run without school sanctioning.

Source: MASC March 2004

M.G.L. 69:1B; 71:37N

Cross References: File: IJOA Field Trips

First reading: December 10, 2007

Second reading: January 7, 2008

Revised & adopted: January 7, 2008

First reading: December 17, 2018

Second/Final reading & amended: January 7, 2019