

FIELD TRIPS AND EXCURSIONS

The Board believes that properly timed, planned and conducted field trips can be of great educational value to students. Therefore, the Board shall allow students to participate in approved trips to destinations within and outside the district.

A written application form for a trip must be submitted by a teacher and submitted to the building principal for approval or denial. Applications for student trips outside of the country shall be approved or denied by the Board.

Each student participating in a trip shall, prior to the trip, file with a teacher who is responsible for the trip a properly signed, school-approved parent/guardian consent form. These forms must be filed with the building principal prior to the trip.

All school rules and regulations shall apply to and be enforced during approved trips.

Field trips may be funded by the district or funded by the participating class or organization.

Transportation for field trips shall be provided at the discretion of the Administrative Team and may be limited or curtailed dependent upon available funds.

The district administrator shall: (a) prepare and provide each building principal with the necessary application forms and parent/guardian consent form, and (b) formulate rules which are consistent with this policy and established guidelines for the proper administration of trips.

Student Body Trips

A building principal may apply for a proposed field trip or excursion (trip) for the building's entire student body. The application shall be made to the district administrator. Approval or disapproval of the trip shall be made in accordance with this policy and established guidelines.

All provisions of this policy and established guidelines shall apply to student body trips.

LEGAL REF.: Section 121.54(7) Wisconsin Statutes

APPROVED: September 18, 1989

REVISED: November 27, 1995
 October 15, 2001