

The board recognizes that a properly planned, well conducted, and carefully supervised field trip is a vital part of the curriculum of any classroom. As such, student trips of significant educational value are to be encouraged.

In authorizing field trips and excursions, the principal shall consider the financial condition of the school district, the educational benefit of the activity, the inherent risks or dangers of the activity, and other factors deemed relevant by the superintendent. Written parental permission will be required prior to the student's participation in field trips and excursions. The superintendent's approval will be required for field trips and excursions outside the state. Board approval will be required for field trips and excursions which involve unusual length or expense.

Field trips and excursions are to be arranged with the principal well in advance and a detailed schedule and budget must be submitted by the employee to the principal along with the request for authorization of the field trip or excursion. The school district will be responsible for obtaining a substitute teacher if one is needed. Following field trips and excursions, the teacher may be required to submit a written summary of the event.

Approved:

Reviewed and Amended: 12/23/74, 11/28/77, 7/12/93, 10/26/99, 09/25/06, 12/22/08; 2/24/14