

Policy — 2320

Instruction

Field Trips, Excursions and Outdoors Education

The board recognizes that field trips when used as a device for teaching and learning integral to the curriculum are an educationally sound and important ingredient in the instructional program of the schools. Such trips can supplement and enrich classroom procedures by providing learning experiences in an environment beyond the classroom.

Students are not to be absent from school for trips or excursions of a purely recreational nature. All such trips or excursions shall meet the criteria of being directly related to classroom instruction and subject matter.

Field trips that take students out of the state or are planned to keep the students out of the district overnight must be approved in advance by the board. Outdoor education school programs shall be presented to the board for annual approval. Overnight trips should be scheduled at times other than normal school days; i.e., Christmas vacation, spring vacation, weekends. The board will not approve overnight trips that are scheduled at times that interfere with participating students' attendance at school unless the nature of the trip or circumstances regarding the scheduling merit an exception to this policy. No trips will be scheduled in the first or last three weeks of any semester. Planned trips shall be presented to the board prior to discussion with parents and obtaining parental permission. Participating students will be expected to be passing all of their classes and attaining at least a "C" in each class during at the time of the field trip. The superintendent has the authority to approve all other field trips.

The principals shall develop procedures for the operation of a field trip or an outdoor education activity that shall ensure that the safety of the student shall be protected and that parent permission is obtained before the student leaves the schools. Each field trip must be integrated with the curriculum and coordinated with classroom activities that enhance its usefulness. (Private vehicles may be used to transport students if approval is obtained in advance from the principal, and parents are notified.)

Any field trip or excursion that requires students to raise funds to support their participation will require approval of the board of trustees prior to the institution of any fund raising activities or to the notification of parents or students that such trip or excursion is to take place.

No staff member may solicit students for any privately arranged field trip or excursion without prior board permission.

Adoption Date:	First Reading:	November 1994
	Second Reading:	January 1995
Amended Date:	First Reading:	August 2004
	Second Reading:	September 2004
	First Reading:	August 2007
	Second Reading:	September 2007