

Field Trips and Community Service

Appropriate instruction shall precede and follow each field trip or community service activity.

Field trips and community service activities shall be considered as instruction and planned as such with definite objectives determined in advance.

All field trips shall begin and end at the school.

Field trips and community service activities requiring school bus transportation shall not interfere with the regularly scheduled transportation of pupils to and from school.

Written approval of parent or guardian is required for participation of pupils in community service activities, the normal length of the school day.

Subject to the approval of the board, bus transportation shall be provided for bands, orchestras, or other groups of pupils to participate in activities in communities outside the school district.

Field trips outside school hours may be scheduled, but pupils must have written approval of parents.

For a community service activity or field trip requiring school bus service, the teacher should make his request in writing to the principal at least ten school days prior to the date desired. Whenever practical, an alternate date should also be listed. The purpose of the trip or activity and its relation to the course of study must be stated.

The principal shall approve or disapprove the request and notify the teacher (if the principal disapproves, he/she should state reasons). If approval is given, the principal shall forward a request for school bus service to the superintendent of schools ten days in advance of date requested for final approval.

The bus driver shall see that all rules and regulations are enforced in the use of school buses for field trips.

When a field trip is made to a place of business or industry, the teacher shall have an employee of the host company as conductor. The teacher planning this trip will be sure that the place indicated has granted permission. Should the trip be postponed, the host of business shall be notified by that teacher.

Rules Approved: 12/75

Reviewed: 9/1/88