

INSTRUCTION

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Field Trips, Excursions, and Outdoor 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 activities by providing learning experiences in an environment beyond the classroom. The Board also recognizes that field trips may result in lost learning opportunities in missed classes. Therefore, the Board endorses the use of field trips when the educational objectives achieved by the trip clearly outweigh any lost in-class learning opportunities. Pupil trips of significant educational value will be encouraged, and pupil trips of significant recreational value will be permitted, when they are conducted under requirements established by the Board and the Superintendent. Pupil safety on trips will be a primary consideration.

Trip Approval

All field trips must be approved by the building principal. The Superintendent also must approve all out of District trips and overnight trips. Additionally, the Board must approve in advance all out of State trips.

Transportation

Transportation for trips of significant educational value, including those that are part of the established activities program, is free of cost to pupils only when District-owned vehicles are used within a radius of seventy-five (75) miles from each school location. Transportation for trips of significant recreational value will be provided for a fee according to the number of pupils traveling and the purpose, time, and length of the trip.

Preparation and Follow-up

In order to secure maximum educational benefit from a field experience, pupils will be oriented for the trip in advance. There will be adequate follow-up and tie-in of field trip experiences with classroom activities and discussions after the trip.

Parental Permission Required

A general field trip authorization and consent form will be included as part of the annual student registration process. Completion of this authorization does not guarantee participation in any specific field trip. Prior to each individual field trip, parents/guardians will be provided with information regarding the trip, including its purpose, destination, and any participation requirements or restrictions. Parents/guardians will also be given the opportunity to decline their child's participation in the trip. Records of annual parent/guardian consent and any trip-specific opt-out requests will be maintained by the District for one (1) year.

Supervision

The building principal will make all necessary arrangements to ensure that all field trips are properly supervised.

Non-Solicitation

No staff member may solicit students during instructional time for any privately arranged field trip or excursion without Board permission.

Policy History:

Adopted on: 05/08/ 2012

Revised on: 07/14/2026