6027
Field Trips

The board encourages instructional staff to incorporate field trips into the curriculum. These trips should normally be conducted during the school day.

1. **General Conditions**

All trips must be pre-approved by the teacher's building principal. Out-of-state and overnight trips require pre-approval by the board. The superintendent and principals will develop guidelines for approval of trips and communicate those guidelines to teaching staff.

2. **Parental Right to Refuse**

Parents must be provided with details about the field trip by the teacher in a timely manner. The details must include where the students are going, a schedule of events, and expectations for return. Parents have the right to contact the school and refuse to allow their child to participate in the field trip. On the day of the field trip, parents may choose to keep their child at home for an excused absence or send their child to school. Parents should inform the administration if the plan to send their child to school so arrangements for instruction can be made.

3. **Supervision**

Sponsoring teachers must ensure that students are adequately supervised and chaperoned by a responsible adult at all times during field trips. Whether paid staff or volunteers, chaperones are prohibited from drinking alcoholic beverages of any kind at any time during any field trip. All chaperones must be at least 21 years of age. Any chaperone who drives students must possess a valid driver's license. Chaperones who drive students in private vehicles must possess adequate insurance coverage. Chaperones do not have any property right in or to a chaperone assignment. The school district may deny or terminate a chaperone assignment for any reason that is not unconstitutional or unlawful. The superintendent's decision shall be final.

4. **Student Conduct**

Students must comply with the student code of conduct, any applicable extracurricular conduct codes, and all directives by trip chaperones.

Adopted on: ___08/14/2023___

Revised on: _____

Reviewed on: _____