

DEER LAKES SCHOOL DISTRICT

SECTION: PROGRAMS

TITLE: FIELD TRIPS

ADOPTED:

REVISED: June 18, 2012
April 21, 2015
May 17, 2016

121. FIELD TRIPS	
1. Purpose	<p>The Board recognizes that field trips, when used for teaching and learning integral to the curriculum, are an educationally sound and important component of the instructional program of the schools. Properly planned and executed field trips can:</p> <ol style="list-style-type: none"> 1. Supplement and enrich classroom learning by providing educational experiences in an environment outside the schools. 2. Arouse new interests among students. 3. Help students relate academic learning to the reality of the world outside of school. 4. Introduce community resources, such as natural, cultural, industrial, commercial, governmental, and educational. 5. Afford students the opportunity to study real things and real processes in their actual environment.
2. Definition	<p>For purposes of this policy, a field trip shall be defined as any trip by students away from school premises that is an integral part of approved planned instruction, is conducted as a first-hand educational experience not available in the classroom, and is supervised by a teacher or district employee or any planned travel activity that supplements or enriches the classroom curriculum.</p>
3. Authority SC 517	<p>The Board shall</p> <ol style="list-style-type: none"> 1. be informed of all field trips approved by the Superintendent or designee and shall approve only those field trips that are planned to keep students out of the district overnight or longer. Overnight field trip requests must be submitted forty-five (45) days prior to the trip. 2. consider field trips included in planned instruction guides to have been approved in advance. All field trips not listed in the guides must be approved individually by the Board. 3. approve annually a list of potential field trips. All proposed field trips not

<p>4. Delegation of Responsibility</p>	<p>listed must be approved individually by the Board.</p> <p>Students on field trips remain under the supervision and responsibility of this Board and are subject to its rules and regulations.</p> <p>The Board does not endorse, support nor assume responsibility in any way for any district staff member who takes students on trips not approved by the Board or Superintendent. No staff member may solicit district students for such trips within district facilities or on district grounds without Board permission.</p> <p>The Board reserves the right to cancel any field trips, as they deem necessary, based on individual circumstances, and shall be held harmless if the students or an organization suffer any financial loss due to the field trip being cancelled.</p> <p>The Superintendent or designee shall develop administrative regulations for the operation of field trips.</p> <p>Each field trip is properly planned, integrated with the curriculum, and followed up by appropriate activities that enhance its value.</p> <p>No field trip will be approved unless it contributes to the achievement of specified instructional objectives.</p>
<p>5. Guidelines</p> <p>Pol. 105</p>	<p>Field trips shall be governed by guidelines which ensure that:</p> <ol style="list-style-type: none"> 1. The safety and well-being of students will be protected at all times. 2. Permission of the parent/guardian is sought and obtained before any student may participate. 3. The principal approves the purpose, itinerary and duration of each proposed trip. 4. Each field trip is properly planned, integrated with the curriculum, and followed up by appropriate activities that enhance its value. 5. The effectiveness of field trip activities is monitored and evaluated continuously. 6. Teachers are allowed flexibility and innovation in planning field trips. <p>No field trip will be approved unless it contributes to the achievement of specified instructional objectives.</p> <p><u>Administration of Medication</u></p> <p>The Board directs planning for field trips to start early in the school year and to</p>

121. FIELD TRIPS - Pg. 3

<p>Pol. 103.1, 113</p> <p>Pol. 210, 210.1</p>	<p>include collaboration between administrators, teachers, nurses, parents/guardians and other designated health officials.</p> <p>Decisions regarding administration of medication during field trips and other school-sponsored programs and activities shall be based on the student's individual needs.</p> <p>Medication shall be administered in accordance with applicable laws, regulations, Board policies and district procedures.</p> <p>In the event staff cannot be provided for the student with medical needs, the trip may be cancelled or postponed.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 510, 517</p> <p>Board Policy – 000, 103.1, 105, 113, 210, 210.1</p> <p>PSBA Revision 4/14</p>
---	--