

FIELD TRIPS

Field trips are a valuable part of the school's educational program. Field trips should be planned as an educational experience designed to enhance the education of students in a specific area. They should be preceded by an orientation session and followed by a discussion and evaluation of the experience.

- Requests for permission to take a class on a field trip should be submitted in writing to the appropriate administrator by the department head prior to making arrangements for the field trip.
- Approval must be received by the department head prior to final arrangements for the field trip.
- Parental/guardian permission slips are required for each student.
- Students on field trips represent their school and should understand that they remain under school supervision during the entire field trip. They should be made to understand the standards of personal conduct expected on a field trip.

Adopted September 20, 1988