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FIELD TRIPS

Field trips designed to stimulate student interest and inquiry and provide opportunities for the Arlington School Board considers school growth and development appropriate extensions of the classroom. To the extent that they provide the most effective means for accomplishing general curriculum objectives of the schools, the superintendent of schools may authorize day field trips. Overnight field trips must be approved by the superintendent and also by the Arlington School Board.

To be educationally beneficial, a field trip requires thoughtful selection, careful advanced preparation of the class and opportunities for the class to assimilate the experience during and at the conclusion of the trip. To this end, teachers and principals will be expected to consider the following factors in the selection of field trips:

- A. Value of the activity to the particular class or group;
- B. Relationship of the activity to a particular aspect of classroom instruction;
- C. Suitability of the activity and the distance traveled in terms of age level;
- D. Mode and availability of travel;
- E. Costs.

Additionally, the Arlington School Board requires that:

- 1. Each student who goes on a field trip must have written parental permission to go.
- 2. All trips shall be within budgetary allotments for such purposes.
- 3. School Transportation shall be used unless otherwise approved by the superintendent.
- 4. All field trips must be adequately supervised by staff and parents.
- 5. No student shall be denied the opportunity to participate in an academic field trip due to the lack of appropriate funds.

Excursions and multi-day trips are permitted with advanced approval by the Superintendent and by the Arlington School Board. These types of activities need to be educationally beneficial and appropriate; it is realized that these types of excursions/multi-day trips are open to students who meet the criteria set up for each individual trip.

It is expected that these voluntary activities could require a significant degree of fundraising. Before fundraising activities can begin tentative approval of the specific excursion/multi-day trip should be received from the Board of Education. The final approval with the final details for such a trip will normally come after the approval to determine the level of interest and to begin fundraising. The faculty member or

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chaperone in charge of such a trip should present an approval request at a board meeting so that questions that arise can be answered directly.

It is the policy of the school board that these types of trips shall be fully funded through student contributions, parent payments and fundraising activities. The total cost of the trip, including any chaperone receipted expenses for which reimbursement is desired and not covered by the trip company, should be paid for through those fundraising activities and appropriate student/parent contributions. The point of emphasis is that taxpayer funds should not be used to subsidize these voluntary multi-day excursions/trips.

* Administrative regulation in support of the field trip policy as approved by the board in August 2005 includes:

With limited number of bus drivers and the number of extra-curricular activities in the district, it is important to do advance planning and scheduling. Obviously wherever possible, is it best to spread out field trip requests throughout the year and wherever possible not to "hit" the busiest time as we will not be able, in some cases, to provide the transportation. Also, if two or more classes are going to the same activities, same locations, or nearby "on the way "activity" they should be scheduled to ride together as class size permits.

The determination has been made to limit numbers of field trip per class/teacher to a maximum of 6 per school year.