

FIELD TRIPS AND EXCURSIONS

Field trips or study trips are permitted under the following guidelines:

1. The person requesting field trips or study trips will receive permission from the principal of the school and the Assistant Superintendent for Instruction prior to making final plans for the trips. Proper forms for making application for a field or study trip may be obtained from each principal or from the Intranet (LAN);
2. A list of planned field trips for each academic year will be submitted to the Assistant Superintendent for Instruction by mid-September;
3. The field or study trip must be justified in terms of educational value;
4. Field or study trips involving overnight travel must be approved by the Superintendent. The School Board will be notified of all school related out-of-state travel by students. All such requests should be submitted in a timely fashion;
5. Written permission from each student's parent or guardian will be requested, received, and filed in each school prior to the trip. These permission slips will be kept on file for a minimum of one month after the trip;
6. Satisfactory arrangements for safe transportation will be made;
7. An adequate number of adult chaperones will be provided including one of whom must be a regular faculty member; and,
8. No student will be excluded from a class field or study trip because he/she does not have the money that may be required.
9. Because of fuel prices, the following guidelines apply:
 - No instructional trip should be more than 70 miles one way from Gloucester (computed from Page Middle School);
 - The use of charter buses is discouraged because of the cost to parents; and
 - If a trip is taken to amusement parks, it should be to the closest one.
10. Exceptions to the 70-mile item above, follow:
 - Athletic competitions; and
 - Academic, CTE, and performing art competitions.
11. Fuel supplement charges and drivers' costs will apply to all trips.

ADOPTED: July 1, 1991

REVISED: March 10, 1993
May 10, 1995
September 12, 2000
March 10, 2009