

## FIELD TRIPS AND EXCURSIONS

Field trips may be authorized by the Principal.

The teacher, in requesting permission to take his/her class away from school grounds, should submit the details of such a trip to the Principal. A Warning and Consent Form should be sent to the parents of each child participating for a signature and return. This is to be done after the field trip has been authorized. No child may leave the school ground on a field trip unless the form has been signed by the parents.

Consent Forms of those attending should be filed with the Principal before the trip. Arrangements for financing all field trips must be made prior to the trip. If student contributions are involved, the necessary funds must be in the hands of the Principal before the trip will be taken.

Any overnight or out-of-state field trips must have the approval of the Board.

First Reading:	March 19, 2002
Second Reading:	April 9, 2002
Adopted:	April 9, 2002