



## **Policy of the Board of Trustees**

**IJOA**

### **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 student 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 of Trustees.

*1st Reading: May 18, 2006*

*2<sup>nd</sup> Reading:*

*Adoption: May 18, 2006*

*Proposed reconsideration: May 2011*