

Instruction

Subject: Field Trips

The Board of Education recognizes that field trips are an educationally sound and important ingredient in the instructional program of the schools.

For purposes of this policy, a field trip shall be defined as any journey by a group of students away from the school premises, under the supervision of a teacher, which is an integral part of an approved course of student or conducted for the purpose of affording a first-hand educational experience not available in the classroom.

Field trips are a part of the curricular and extracurricula activities of the schools, and student conduct and attendance on field trips are governed by the same rules that govern regular classroom activities. The school system shall obtain written permission for students going on school-sponsored field trips.

The Superintendent shall prepare procedures for the operation of a field trip activity. Administrative regulations shall be set up to assure:

- a) The educational value of the trip;
- b) The safety of the students and their adequate supervision;
- c) That all participants have parental permission; and
- d) That all trips and arrangements for them have advance approval of the Building Principal.

All field trips that are planned to out of state locations or include an overnight stay, or are considered a high-risk destination must have the prior approval of the Superintendent of Schools. Approval shall be received prior to deposits being collected from students. Notice of approval of such field trips including the itinerary will be provided to the Board of Education.

To ensure safety, the Superintendent will reserve the ability to modify or cancel proposed or approved field trips. Modifications or cancellations will be made consistent with the Homeland Security Act, New York State or County Emergency agencies, the School Physician or natural events that may jeopardize the safety of the students or staff involved.

Regardless of the fiscal support for field trips, the rules of the School District for approval and conduct of such trips shall apply.

Adopted: 6/25/12