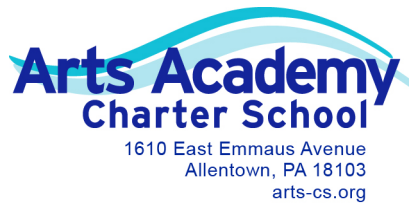


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Board Policy 3.4

Field Trips

The Board recognizes that field trips, when used for teaching and learning integral to the curriculum, are an educationally sound and important component of the instructional program of the schools. Properly planned and executed field trips can:

1. Supplement and enrich classroom learning by providing educational experiences in an environment outside the schools.
2. Arouse new interests among students.
3. Help students relate academic learning to the reality of the world outside of school.
4. Introduce community resources, such as natural, cultural, industrial, commercial, governmental, and educational.
5. Afford students the opportunity to study real things and real processes in their actual environment.

For purposes of this policy, a field trip shall be defined as any trip by students away from school premises that is an integral part of approved planned instruction, is conducted as a first-hand educational experience not available in the classroom, and is supervised by a teacher or district employee.

Students on field trips remain under the supervision and responsibility of this Board and are subject to its rules and regulations. The Board shall approve all overnight field trips. Single-day field trips will be approved by the CEO, consistent with this Policy. The Principal shall be responsible for submitting field trip requests to the CEO or Board for approval. The Principal will apprise the Board monthly, in the Principal's Report, of all approved field trips

The Board does not endorse, support nor assume responsibility in any way for any district staff member who takes students on trips not approved by the Board or CEO. No staff member may solicit district students for such trips within district facilities or on district grounds without Board permission.

The CEO or designee shall prepare and implement procedures for the operation of field trips.

Field trips shall be governed by administrative regulations, which shall be developed by the CEO

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and which ensure that:

1. The safety and well-being of students is of paramount concern.
2. Informed parental permission is sought and obtained before any student may participate.
3. The CEO approves the purpose, itinerary and duration of each proposed trip.
4. Each field trip is properly planned, integrated with the curriculum, and followed up by appropriate activities that enhance its value.
5. The effectiveness of field trip activities is monitored and evaluated continuously.
6. No field trip will be approved unless it contributes to the achievement of specified instructional objectives.
7. A nurse shall accompany the students whenever required.
8. Field trips are undertaken and carried out in a non-discriminatory manner, and students with disabilities may participate to the greatest extent possible with their non-disabled peers.

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