

SECTION: PROGRAMS
TITLE: FIELD TRIPS
ADOPTED: March 14, 1994
REVISED:

Farrell Area School District

121. FIELD TRIPS

1. Purpose
SC 1361

The Board recognizes that field trips when used as a device for teaching and learning integral to the curriculum - are an educationally sound and important ingredient in the instructional program of the schools. Properly planned and executed field trips can:

supplement and enrich classroom procedures by providing learning experiences in an environment outside the schools.

arouse new interests among students.

help students relate school experiences to the reality of the world outside of school.

bring all resources of the community natural, artistic, industrial, commercial, governmental, and educational - within the gambit of a student's learning experience.

afford students the opportunity to study real things and real processes in their actual environment.

2. Definition

For purposes of this policy, a field trip shall be defined as any journey by pupils away from the school premises, under the supervision of a teacher, which is an integral part of an approved course of study and is conducted for the purpose of affording a first-hand educational experience not available in the classroom, or is necessary in the fulfillment of athletic or other activity programs.

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3. Authority

The Board shall approve all field trips.

Students on field trips remain under the supervision and responsibility of the Board of Education and their policies.

The Board does not endorse, support or assume responsibility in any way for any staff member of this district who takes students on trips not approved by the Board or Superintendent. No staff member may solicit students of this district for such trips within the facilities or on school grounds of the district without Board permission.

4. Delegation of Responsibility

The Superintendent shall prepare procedures for the operation of a field trip which shall authorize the mode of transportation and ensure adequate supervision.

5. Guidelines

1. The sponsor of any school related student trip must submit the request to the principal thirty (30) days prior. Such a request should be accompanied by the projected objectives, cost, itinerary and supervision.
2. The principal consent or denial should allow considerable time for arrangements.
3. Field trips which occur on non-school hours are still subject to all school regulations as are all other school trips.
4. All field trips shall begin and end at the school and must provide appropriate instructions to the student by the sponsor.
5. No student shall be permitted on any school trip unless parental permission is submitted in writing to the sponsor.
6. If the field trip is on school time, proper supervision will be provided for those students not attending.
7. Supervision of all trips shall be maintained by qualified school personnel and others as approved by the Superintendent. Personnel must have Act 34 clearance.