

Instruction

Field Trips/Foreign Trips

The Board of Education recognizes the valuable experiences derived from field trips for students when properly planned, executed, and evaluated. To the extent that budgetary resources permit, the Board encourages field trips. In most cases, field trips should be directly related to or be an extension of the classroom learning experiences. In this respect, field trips may be used as springboards or culminating activities for units presented in the classroom or to provide "hands on" experience for students involved in the study of specific topics. In addition, field trips may introduce students to new learning experiences through participation or observation of such activities as exhibits, dramatic presentations, immersion into other cultures and other timely and appropriate events.

Policy adopted: October 4, 2004

Policy reviewed: October 22, 2012

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Field Trips/Foreign Trips Criteria

- Expression of interest by staff, students or community
- Suitability of trip for educational purposes and school program
- Parental acceptance
- Assessment of political climate overseas
- Cost and time feasibility
- Sources of funding
- Continual review of plans by administration and recommendations
- Planned and publicized itinerary
- Chaperone and supervision
- Housing and travel plans
- Local acceptance of agency conducting trip (if any)
- Insurance coverage accident, health and liability for actions of participants if necessary
- Communication network with parents and local school authorities for emergencies
- Verification of status of travel warnings with State Department
- Necessary health preparation inoculation, visas, etc.

- Contingency plans for students who may be incapacitated on trip and health services available while on the trip
- Research of security measures taken by the tour company and cancellation/rescheduling policies involving acts of terrorism, military conflict, and medical and natural disaster
- Outline of responsibilities of students and chaperones
 - a. No adults will be allowed on a field trip or foreign trip unless functioning as a chaperone. Chaperones will be responsible for maintaining and modeling standards of appropriate behavior and the general supervision and well-being of the students. This will include the enforcing of rules and regulations which have been pre-determined within the framework of general school rules and policies.
 - b. Student responsibilities will include the following:
 1. comply with all rules and guidelines established in accordance with school policies and regulations;
 2. abide by all rules established by the travel agency or tour organizers;
 3. proper personal conduct;
 4. proper attire;
 5. respect for person and property; and
 6. remain at all times under the supervision of the chaperone.
- Recommendation of and approved by Superintendent

Reference: Stafford High School Student/Parent Handbook and Calendar 1997-98, p. 12

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