

**San Pasqual Union School District
BOARD POLICY 6153, FIELD TRIPS**

The Governing Board recognizes that school-sponsored trips are an important component of a student's development and supplement and enrich the classroom learning experience. School-sponsored trips may be conducted in connection with the district's course of study or school-related social, educational, cultural, athletic, school band activities, or other extracurricular or cocurricular activities. A field trip to a foreign country may be permitted to familiarize students with the language, history, geography, natural science, and other studies relative to the district's course of study.

Requests for school-sponsored trips involving out-of-state, out-of-country, or overnight travel shall be submitted to the Superintendent or designee. The Superintendent or designee shall review the request and make a recommendation to the Board as to whether the request should be approved by the Board. All other school-sponsored trips shall be approved in advance by the principal.

The principal shall establish a process for approving a staff member's request to conduct a school-sponsored trip. When planning trips, staff shall consider student safety, objectives of instruction, the most effective use of instructional time, the distance from school, district and student expense, and transportation and supervision requirements. Principals may exclude from the trip any student whose presence on the trip would pose a safety or disciplinary risk.

No field trip shall be authorized if any student would be excluded from participation because of a lack of sufficient funds. The Superintendent or designee shall coordinate with community groups to supply funds for students in need. (EC 35330)

District funds shall not be used to pay student expenses for out-of-state or out-of-country field trips or excursions. However, expenses of instructors, chaperones, and other personnel participating in such trips, as well as incidental expenses for the use of district equipment during the trip, may be paid from district funds. (Education Code 35330)

San Pasqual Union School District
REQUEST FOR STUDENT VOLUNTARY PARTICIPATION

Check one: Release to participate in - On-campus activity ___ Off-campus activity ___

Field Trip Authorization

Date of Field Trip: _____

Time of Departure: _____ Time of Return: _____

Destination: _____

Purpose of Trip: _____

Any special instructions: _____

Food Services will provide sack lunches for all field trips upon request from the parents/students

TRANSPORTATION TO BE FURNISHED BY THE SAN PASQUAL UNION SCHOOL BUS

It is necessary that the parents specifically request that their child be included in this activity. This activity is voluntary. The school will furnish supervision for this event, but parents should understand that supervision would end at the time stated above. The school will take every precaution to assure the welfare and safety of your son/daughter participating in this activity. However, it is important that you understand that the school cannot assume financial or legal liability in case of injury or accident.

If you wish your son/daughter to participate in the above-described activity, please complete the request for participation form below, and return it to the school immediately.

(Tear on dotted line and return lower portion)

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PARENT REQUEST FOR STUDENT PARTICIPATION

This completed form must be returned to the instructor before student can participate

In consideration of permission granted, I/we hereby waive all claims which I/we might have against the San Pasqual Union School District or the State of California, their officers, agents, and employees for injury, accident, illness, or death occurring during or by reason of the above described activity.

(California law (Education Code 35330) provides that any person making a field trip or excursion waives all claims against the school district and the State of California for injury, accident, illness, or death occurring during or by reason of the field trip or excursion.)

Name of Student _____ Field Trip Location _____

Requesting sack lunch from lunch program: ___ Yes ___ No

I hereby authorize my son/daughter to participate in the Field Trip. I further authorize in the event of an accident, or sudden illness, the school district has my permission to render whatever emergency medical treatment may be deemed necessary for the above named student.

Date: _____

Parent Signature: _____

Phone # where we can reach you during trip: _____