

**SCHOOL SPONSORED TRIPS**

The Board of Trustees recognizes that school-sponsored trips are important components of a student's education. Besides supplementing and enriching classroom learning experiences, such trips encourage new interests among students, make them more aware of community resources, and help them relate their school experiences to the outside world. The Board believes that careful planning can greatly enhance the value and safety of such trips.

If the Board allocates funds for school-sponsored trips, individual schools may be provided with budgetary allocations so that they can plan ahead. Special trip expense funds may be established when necessary for fundraising purposes.

All trips involving out-of-state or overnight travel shall require the prior approval of the Board. Other trips may be approved by the Superintendent or designee. A smaller chaperone to student ratio may be required.

Principals shall ensure that teachers develop plans which provide for the safety of students and their proper supervision by certificated staff on all school-sponsored trips. Other school employees and parents/guardians also may participate in this supervision and may be asked to attend preparatory training sessions and/or meetings.

It is the goal of the Board that the ratio of adults to students on school-sponsored trips be at least 1:20.

**STUDY TRIPS**

In advance of a study trip, teachers shall determine educational objectives which relate directly to the curriculum. Principals shall ensure that teachers develop plans which provide for the best use of students' learning time while on the trip. Teachers also shall provide appropriate instruction before and after the trip.

**LEGAL REFERENCES****EDUCATION CODE**

- 8760 Authorization of Outdoor Science and Conservation Programs
- 32040 Duty to Equip School with First Aid Kit
- 32041 Field Trips
- 32043 Snakebite Kits on Field Trips
- 32044 Violations
- 35330 Excursions and Field Trips
- 35331 Provision for Medical or Hospital Service for Pupils (on field trips)
- 35332 Transportation by Chartered Airline
- 35350 Transportation of Students
- 44808 Liability When Pupils Not on School Property
- 48908 Duties of Pupils, Authority of Teacher