

SUBJECT: FIELD TRIPS

The Board of Education recognizes that field trips are an educationally sound and important ingredient in the instructional program of the schools.

For purposes of this policy, a field trip shall be defined as any journey by a group of students away from the school premises, under the supervision of a teacher, which is an enhancement of an approved course of study and conducted for the purpose of affording a first-hand educational experience not available in the classroom. Attendance on field trips is voluntary. Students not participating in the field trip are expected to attend school. The school district shall obtain written permission for students going on school-sponsored field trips.

There may also be Extended Trips (i.e. overnight) and Travel Abroad Trips. These are optional trips since students need not participate. Students participating in trips of this nature will be expected to bear the full cost of such trips.

The District may endorse such Extended or Travel Abroad Trips. In these cases prior approval by the Superintendent is required.

The Superintendent or his/her designee shall prepare procedures for field trip activities. The school district's Code of Conduct shall apply to all field trips.

Field Trip Transportation

Field trip transportation means transportation to and from the school and a designated location for purposes of education and/or entertainment. All information on field trips will be filed in advance and approved by the building principal or department supervisor and the Transportation Supervisor.

Such transportation shall be restricted to the school and specified field trip location. Stops may not be made at additional locations or to deliver students home during a trip.

All field trips must have responsible school personnel on the bus.

Transportation to School-Sponsored Events

Where the District has provided transportation to students enrolled in the District to a school-sponsored field trip, extracurricular activity or any other similar event, it shall provide transportation back to either the point of departure or to the appropriate school in the District. The parent or legal guardian of a student participating in the activity may provide the District with written notice, consistent with District procedure, authorizing an alternative means of return transportation for the student.

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In cases in which intervening circumstances make the return transportation of a student to the point of departure or appropriate school impractical, a representative of the District shall remain with the student until (1) the student's parent or legal guardian has been contacted and informed of the intervening circumstances making return transportation impractical and, (2) the student has been delivered to his or her parent or legal guardian.

Cancellation of Field Trips by the Board of Education

Any student field trip, in which South Huntington students and staff participate, is subject to cancellation if political, weather, or other conditions arise that could place staff or students in potential danger.

Such decision shall be made judiciously and in as timely a manner as possible.

The District is not responsible for losses incurred as a result of interruption or cancellation of a field trip.

Extended and/or Travel Abroad Field Trips

It is strongly recommended that all students who wish to participate in extended and/or travel abroad field trips purchase travel insurance as part of the cost of the trip. In addition, all families should familiarize themselves with their current health insurance plan and determine if additional coverage is needed for overseas medical care and evacuation. The District cannot endorse any particular carrier, and it is the parents' responsibility to research and secure such insurance. In this way, parents and students can be reasonably well protected from financial loss if a trip is canceled or interrupted, or a medical emergency occurs. Parents shall sign a statement as part of the permission form acknowledging that they understand the District strongly recommends travel and medical insurance as follows:

I hereby state that either:

I have my own insurance

I will obtain insurance

I decline to seek insurance

Further that I have been advised to obtain insurance for my protection.

Education Law Sections 1604, 1709, 1804, 1903,
1950, 2503, 2554 and 2590-e
Appeal of Christe, 39 Ed. Dept. Rep. 684 [2000];
Appeal of Giardina, 43 Ed. Dept. Rep. 395 [2004]

Adopted: 6/16/99

Amended: 3/6/02; 11/15/2006; 10/21/2015