

CARBON CAREER & TECHNICAL INSTITUTE

SECTION: PROGRAMS

TITLE: FIELD TRIPS

ADOPTED: June 19, 2003

REVISED: June 15, 2006, January 15, 2015

121. FIELD TRIPS	
1. Purpose SC 1361	<p>The Joint Operating Committee recognizes that field trips, when used for teaching and learning integral to the curriculum, are an educationally sound and important component of the instructional program of the school. Properly planned and executed, field trips can:</p> <ol style="list-style-type: none"> 1. Supplement and enrich classroom learning by providing educational experiences in an environment outside the school. 2. Help students better relate school learning experiences to the workplace. 3. Introduce students to community resources, including cultural, industrial, commercial, governmental, and educational opportunities. 4. Afford students the opportunity to study real things and real processes in their actual environment. 5. Arouse new interest among students.
2. Definition	<p>For purposes of this policy, a field trip shall be defined as any trip by students away from school property that is an integral part of approved planned instruction, is conducted as a first-hand educational experience not available in the classroom, and is supervised by a teacher or employee of the school.</p>
3. Authority	<p>Extended or overnight field trips must have prior approval of the Joint Operating Committee.</p> <p>Students on field trips remain under the supervision and responsibility of the Joint Operating Committee and are subject to its rules and regulations.</p> <p>The Joint Operating Committee does not endorse, support nor assume responsibility in any way for any staff member who takes students on trips not approved by the Joint Operating Committee or Administrative Director. No staff member may solicit students for such trips within school facilities or on school grounds without</p>

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<p>4. Delegation of Responsibility</p> <p>5. Guidelines</p> <p>School Code 517, 1361</p>	<p>permission of the Joint Operating Committee. The Administrative Director or designee shall prepare and implement procedures for the operation of field trips.</p> <p>Field trips shall be governed by guidelines which ensure that:</p> <ol style="list-style-type: none">1. The safety and well-being of students will be protected at all times.2. Parental permission is sought and obtained before any student may participate.3. The principal approves the purpose, itinerary and duration of each proposed trip.4. The effectiveness of field trip activities is monitored and evaluated continuously.5. Teachers are allowed flexibility and innovation in planning field trips.6. Students meet attendance and other criteria in order to be approved to attend field trips, as outlined in the Parent/Student handbook.7. One (1) chaperone is provided for every ten (10) students. <p>Should a field trip last longer than the normal school hours, the school is not responsible for transportation to and from the home school and/or the student's home. Those arrangements shall be made in advance as part of the normal planning process.</p>
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