

## DELANCO TOWNSHIP BOARD OF EDUCATION

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School Sponsored Trips

### **SCHOOL SPONSORED TRIPS**

The Board of Education encourages, within reasonable bounds, educational field trips as part of the regular instructional program. Destinations may include museums, art galleries, or places of historical, industrial or civic interest.

1. Any staff member who wishes to take students on such a trip must submit a trip request form to the building principal for approval, where it shall be evaluated as to its educational worth. If approved, it will be forwarded to the Superintendent for final consent.
2. Every student who participates in a trip must submit a valid, signed parental permission slip for that event. The teacher in charge shall maintain these permission slips and leave them with the building principal before departure on the day of the trip.
3. Under normal circumstances, the Board will assume the costs of transportation and admission. An exception to this would be the annual eighth grade class trip, which will be financed through a combination of fund raising and student contribution.
4. The teacher(s) whose students are participating in the trip will attend and assume chief responsibility for all activities. When additional supervision is necessary, the teacher(s) will seek parent volunteers to assist in chaperoning. The number of additional chaperones will depend upon the nature of the trip. The Board will also pay for all fees for these parental volunteers, who will fall under the authority of the teacher(s) in charge.
5. All students who participate in trips are representing our school and community to others. The same code of conduct which governs their behavior in school will also apply while on trips. Their appearance and behavior is expected to be exemplary.
6. At the discretion of the building principal, attendance on any trip may be denied a student if his or her past pattern of attitude and behavior would present a potential problem for those conducting the trip or prove detrimental to other students who would be attending.