

IJOA - FIELD TRIPS AND EXCURSIONS

Category R

Also IJOC

Field trips may be authorized by the Principal.

The teacher, in requesting permission to take his/her class away from school grounds, should submit the details of such a trip to the Principal. A Field Trip Authorization Form should be sent to the legal guardians of each child participating for a signature and return. This is to be done after the field trip has been authorized. No child may leave the school ground on a field trip unless the form has been signed by the parents/guardians.

A student can be released to their legal guardian from a field trip destination with a pre-approved signed release form.

Consent Forms of those attending should be filed with the Principal before the trip.

Arrangements for financing all field trips must be made prior to the trip. If student contributions are involved, the necessary funds must be in the hands of the Principal before the trip will be taken.

Any overnight or out-of-state field trips must have the approval of the Board.

Appendix: IJOA-R

First Reading: 10/23/07

Second Reading: 11/13/07

Adopted 11/27/2007