

## INSTRUCTION

### Field Trips

The board recognizes that field trips when used as a device for teaching and learning are integral to the curriculum and an educationally sound and important ingredient in the instructional program of the schools. Such developmentally appropriate trips can supplement and enrich classroom procedures by providing learning experiences in an environment beyond the classroom.

Field trips which take students out of the state or are planned to keep students out of the district overnight must be approved in advance by the board. The superintendent or designee has the authority to approve all other field trips.

The superintendent shall develop procedures for the operation of a developmentally appropriate field trip which shall insure that the safety of the student shall be protected, identify itinerary and that parent permission is obtained before the student leaves the school. Each field trip must be integrated with the curriculum and coordinated with classroom activities which enhance its usefulness. Private vehicles may be used to transport students if approval is obtained in advance from the principal and the drivers have filed their insurance forms in the District Office.

Board Policy 3416/3416P Medications at School is in effect for all field trips. The required form Administration of Medication at School must be completed by the parent and signed by the Licensed Health Professional prior to participation in the field trip, if medication is not routinely being given by the school.

No staff member may solicit students for any privately arranged field trip or excursion without board permission.

Cross References:	Policy 6625	Private Vehicle Transportation
	Policy 3520	Student Fees, Fines, Charges
Legal Reference:	RCW 28A.330.100(5)	Additional Powers of Board
	RCW 67.20.020	Parks, bathing beaches, public camps –
		Contracts for cooperation
	WAC 181-87-090	Improper remunerative conduct

**Date: 6/29/94; 3/24/97; 9/10/01; 3/25/02; 11/22/04; 11/26/07.**