



**NORTH ALLEGHENY
SCHOOL DISTRICT**

SECTION:	PROGRAMS
TITLE:	FIELD TRIPS
ADOPTED:	2/24/16
REVISED:	

121 - FIELD TRIPS

Pol. 000

Section 1. Purpose

The Board 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 schools. Properly planned and executed field trips can:

- a. Supplement and enrich classroom learning by providing educational experiences in an environment outside the schools.
- b. Arouse new interests among students.
- c. Help students relate academic learning to the reality of the world outside of school.
- d. Introduce community resources: natural, cultural, industrial, commercial, governmental, and educational.
- e. Afford students the opportunity to study real-world processes in their actual environment and natural world.

Section 2. Definition

For purposes of this policy, a field trip shall be defined as any trip by students away from school premises 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 District employee, or any planned travel activity that supplements or enriches the classroom curriculum.

Section 3. Authority

SC 517

- a. The Board shall approve only those field trips that are planned to keep students out of the District overnight or longer.
- b. Students on field trips remain under the supervision and responsibility of this Board and are subject to its rules and regulations.

- c. The Board does not endorse, support, nor assume responsibility in any way for any district staff member who takes students on trips not approved by the Board or Superintendent. No staff member may solicit District students for such trips within District facilities or on District grounds without Board permission.

Section 4. Delegation of Responsibility

The Superintendent or designee shall develop administrative procedures for the operation of field trips.

Section 5. Guidelines

Field trips shall be governed by guidelines which ensure that:

- a. The safety and well-being of students will be protected at all times.
- b. Permission of the parent(s)/guardian(s) is sought and obtained before any student may participate.
- c. The principal approves the purpose, itinerary, and duration of each proposed trip.
- d. Each field trip is properly planned, integrated with the curriculum, and followed up by appropriate activities that enhance its value.
- e. The effectiveness of field trip activities is monitored and evaluated continuously.
- f. No field trip will be approved unless it contributes to the achievement of specified instructional objectives.
- g. Administration of medication.
 - 1. The Board directs planning for field trips to start early in the school year and to include collaboration between administrators, teachers, nurses, parent(s)/guardian(s), and other designated health officials.
 - 2. Decisions regarding administration of medication during field trips and other school sponsored programs and activities shall be based on the student's individual needs.
 - 3. Medication shall be administered in accordance with applicable laws, regulations, Board policies, and District procedures.

Pol. 105

Pol. 103.1, 113

Pol. 210

References:

School Code – 24 P.S. Sec. 517

Board Policy – 000, 103.1, 105, 113, 210

	<p><u>Replaces Policy:</u> 6230</p>
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