



IJOA - FIELD TRIPS

Field trips are an extension of classroom activities involving travel within the state. Most field trips occur within the surrounding communities. Field trips shall require the approval of the principal or designee in accordance with established curriculum guidelines.

Extended field trips are defined as student activities which may involve travel overnight, multiple nights, out of state, or out of country. Extended field trips contribute substantially to the achievement of Poudre School District course/subject matter goals and may include school-sponsored clubs and organizations. Extended field trips must be approved by the assistant superintendent of school services or designee.

For all field trips, the principal shall ensure that an adequate number of adult chaperones accompany the students and shall prepare appropriate written instructions for the conduct of students, staff members, and chaperones. When district transportation vehicles are used, at least one adult sponsor shall be in each vehicle. Permission slips signed by the parent/guardian are **REQUIRED** for each student participating in a field trip.

To meet the requirements of the district's insurance coverage, at least one district staff member must be responsible for and physically present during the entire field trip activity. This same requirement also applies to extended field trips.

Students participating in field trips shall comply with all Board policies and regulations governing student behavior and with all other conditions and directions of the trip sponsor. While on a field trip, students are prohibited at any time from possession or use of weapons and the possession, purchase, or consumption of alcoholic beverages, tobacco, drugs (other than those prescribed by a physician), and/or toxic vapors. The Code of Conduct shall be enforced on all field trips.

Students whose conduct is disruptive and in violation of the above requirements may be disciplined or sent home by the teacher. However, a student shall not be sent home without prior arrangement with the school principal and the student's parents/guardians. The student's parents/guardians shall be responsible for any additional cost incurred in sending a student home early from a field trip.

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LEGAL REF.:

C.R.S. 40-10-116(1)(b)

CROSS REFS.:

EEAFA, Extracurricular Activity Buses/Field Trips/Special Events Transportation

EEAG, Student Transportation in Private Vehicles

JIC, Student Conduct, and subcodes

JJH, Student Travel

JK, Student Discipline, and subcodes