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Orig. Code(s): 5830; 5830.1

Field Trips and Excursions

The Board recognizes the educational value of some instructional activities beyond the school premises. The Board recognizes that factors such as finance, energy, safety, insurance and supervision influence how much activity can be conducted off the school premises. The Board encourages appropriate, carefully planned field trips that lead to new learning or reinforce what has already been learned at school.

The superintendent shall develop administrative rules for the operation of all field trips that will ensure educational objectives are met, the safety of students is protected, and to mitigate the risks inherent in travel away from the school property by student groups on field trips. All district-sponsored field trips will have proper supervision by school employees. Parents are permitted and encouraged to assist in such supervision.

Oversight of Request and Approval

Approval must be obtained prior to publicizing or embarking on a field trip.

All requests for field trips or excursions shall be submitted to the building principal.

All field trips outside a 50-mile radius from the district or any trip that requires travel outside the regular school day or school year must be submitted to the superintendent or designee.

All international field trips and trips requiring overnight stay must be submitted to the Board.

OSAA scheduled or sponsored trips do not need principal or superintendent approval, with the exception of overnight trips.

Adequate Supervision of Students

The Board recognizes that student safety and welfare is the first responsibility of the district. Therefore, the Board tasks the Superintendent with ensuring adequate and appropriate supervision of students on all field trips and excursions.

Conduct Expectations

Students on approved field trips are under the jurisdiction of the district and subject to school rules and regulations. Teachers or other designated chaperones shall accompany student on all trips and shall assume responsibility for their proper conduct. Teacher chaperones shall adhere to the standards of competent and ethical educators.

Travel Study Programs

A travel study program is any academic activity involving student travel that is planned, marketed, and conducted by an organization other than Centennial School District. The district does not endorse, support or approve travel study programs.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)
[ORS 336.183](#)

[ORS 339.155](#)

[OAR 581-022-1020](#)