

**Douglas County  
School District 15**

Code: **IICA**  
Adopted: 10/08/03  
Readopted: 1/20/15  
Orig. Code(s): IICA

**Field Trips and Special Events\*\***

The Board recognizes the value of special activities to the total school program. Further, students need to be allowed to participate in, and profit from, carefully planned learning experiences which happen outside the normal school program or day.

Field trips and other curricular/cocurricular activities involving travel may be authorized by the superintendent when such trips or activities contribute to the achievement of desirable education, social and cultural goals.

In planning and authorizing such trips, primary consideration will be given to educational values derived, the safety and welfare of students involved, community standards of conduct and behavior on the part of all participants and the selection of appropriate adult supervision, either from within the school staff or from the parent and community volunteer pool.

Written parental permission and emergency medical information for each participating student must be obtained and completed in full for each trip. The signed form showing parental approval and acknowledgement of student conduct guidelines will be maintained on file.

The superintendent will develop administrative regulations and guidelines to ensure both students and adult supervisors are acquainted with the standards for conduct while representing the district. Such administrative regulations will reinforce district policy in areas such as unlawful drug, alcohol and tobacco use, procedure to be used in cases of illness or accident, and methods for communicating with the superintendent and parents in discipline situations.

All overnight, out-of-state or out-of-country travel must have prior Board approval. Such approval is predicated on an acceptable plan for travel arrangements, parental involvement, orientation of students and supervisors.

END OF POLICY

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**Legal Reference(s):**

[ORS 332.107](#)  
[ORS 336.014](#)  
[ORS 339.155](#)

[OAR 581-022-1020](#)

**Cross Reference(s):**

EEAE - Student Transportation in Private Vehicle  
KI - Public Solicitation in District Facilities  
KK - Visitors to District Facilities