

Student Travel/Field Trips

All field trips taken by students in the district will be planned as enrichment activities and as extensions or integral parts of the regular class work. For ease of scheduling and for the control and protection of students, the following procedures will be followed:

1. Field trips occurring outside the states of Oregon, Washington and Idaho shall obtain Board approval at least 30 days prior to the departure date;
2. Notification to parents prior to each field trip shall provide the destination, date and special needs for the particular trip;
3. Students should be well-briefed on rules and regulations covering the school trip or outing. This will be done most thoroughly if the trip is to a hazardous area;
4. The trip coordinator will provide the trip location and dates, departure and return times and a list of participating students and a other participating adults (e.g., supervisors, teachers, parents) to the building principal;
5. The building administration shall arrange transportation at least one week prior to the trip;
6. Transportation shall be approved by the building principal. No student drivers or student vehicles be used in any field trips or trips for performing groups (i.e., music, athletics, etc.).

The building principal shall be responsible for approving field trip experiences and the basic criterion for the decision shall be the educational value to the students involved.

Budgeted district funds shall be used to pay for the costs involved in providing field trips that are a required part of the educational program.

Teachers may recommend an enrichment activity at which students attend plays, concerts, art displays, movies, lectures, etc. on an optional basis, but shall not hold the students accountable for such experiences for grading purposes.

END OF POLICY

Legal Reference(s):

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

[OAR 581-022-1020](#)

Cross Reference(s):

EEAE - Vehicle Use

KI - Public Solicitation in District Facilities

KK - Visitors to District Facilities