

## **Field Trips and Excursions**

District buses may be used for field and activity trips in addition to home to school transportation. Buses needed for transportation to and from school will take precedence over requests for buses for other purposes. Requests for trips must be submitted on a school request form, approved by the principal and sent to the transportation supervisor at least 48 hours in advance of the planned trip. Adults may ride district buses as permitted by Oregon law and as approved by the superintendent. Baggage and equipment must be secured in the bus so that it will not pose a hazard to passengers in the event of an accident or sudden stop.

Coaches, staff or other authorized chaperones will ride in each bus on field and activity trips. Chaperones have the initial responsibility for student behavior on the bus during trips. The bus driver has the final authority and responsibility for the bus and passengers during transit. Misbehaving students shall not be left in the care of the bus driver.

### **Guidelines for Student Travel to Tournaments**

The district sponsors team activities that require individuals from the team to go on to further competition, while other team members do not. The district will fund only those students who are actually participating. The following guidelines will apply to nonparticipating students wishing to travel to tournaments or games where Nyssa students are participating.

1. **Nonovernight Tournaments:** The district may provide transportation for rooster buses for nonparticipating students to attend nonovernight tournaments. The students will be charged a minimal fee for such travel. The fee will include money for an entrance ticket, which will be purchased by the school supervisor. This will ensure the student actually attends the tournament. Meals and any other expenses will be the responsibility of the student.
2. **Overnight Tournaments:** The district will not provide transportation for rooster buses for nonparticipating students to attend overnight tournaments. If a coach wishes to include nonparticipating team members, he/she should address the issue with the principal. If the principal approves the coach's plan, the principal will present and discuss the issue with the superintendent. This must be done in a timely fashion prior to the event. If nonparticipants are permitted to attend, all expenses will be paid by the nonparticipants.
3. **Items to be resolved prior to departure are:**
  - a. Increased transportation costs;
  - b. Supervision of nonparticipating students, other than coaches.

All of the above items must be adequately funded, prior to departure. A coach or team is encouraged to plan for such activities far enough in advance that they will be resolved in a timely fashion.