

Springfield School District 19

Code: **IICA**
Adopted: 1/22/96
Readopted: 6/25/07
Orig. Code(s): IIC/IICA

Field Trips and Special Events**

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

Field trips and other curricular or co-curricular activities involving travel may be authorized by the superintendent or designee when such trips or activities contribute to the achievement of desirable educational, 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, the selection of appropriate adult supervision, either from within the school staff or from the parent and community volunteer pool. Furthermore, to protect the safety and welfare of students involved, at least one school employee, other than the transportation employee, must have current training in anaphylaxis treatment procedures and protocols and a current first aid care

Written parental field trip permission must be obtained annually. The signed form showing parental approval and acknowledgment of student conduct guidelines will be maintained on file for a period of one year.

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

All out-of-state travel must have prior Board approval. Such approval is predicated on an acceptable plan for travel arrangements, parental involvement, orientation of students and supervisors and support of the appropriate administrator(s).

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)
[ORS 336.183](#)
[ORS 339.155](#)

[OAR 581-022-1020](#)

Cross Reference(s):

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