

Field Trips and Special Events**

A properly planned well-conducted and carefully supervised field trip is a vital part of the curriculum of any classroom. To be effective a field trip must not be a spur-of-the-moment affair; it must grow out of the regular learning activities of the students.

The trip must have a definite purpose whether it is a walk around the block or by bus to a distant place. Students should be prepared by general class discussion and activities. They must know what to look for, questions they wish to have answered, and information they wish to acquire. Certain duties and responsibilities should be allocated to selected students or committees (i.e., notes to be taken, questions to be asked, pictures to be taken, monitor duties, etc.).

Before suggesting a field trip to students, the teacher should consult with the principal concerning the advisability of the trip, its scope, scheduling, and any other factors that would enhance the value of this trip. The teacher should personally make the necessary arrangements.

Proper conduct should be stressed. These students are representing not only their own school but the schools of this area and good conduct along with pleasant manners will make it easier for other students to make similar trips.

Students taken on excursions or field trips within the City of Vale, that are in the interest of class activities, must have the approval of the building Principal in advance.

When field trips are taken beyond the city limits, and transportation is necessary, written consent by the parent/guardian is necessary prior to the event. All field trips or excursions must have prior approval from the building principal and requested on a district approved form.

Field trips or excursions that consist of an overnight stay must be approved by the Board of Directors.

END OF POLICY

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
KK - Visitors to District Facilities