

SOUTHERN COLUMBIA AREA SCHOOL DISTRICT

SECTION: PROGRAMS

TITLE: OVERNIGHT/OUT-OF-STATE
EDUCATIONAL TRIPS

ADOPTED: March 8, 1999

REVISED: August 20, 2001

<p>1. Authority</p>	<p style="text-align: center;">121.1. OVERNIGHT/OUT-OF-STATE EDUCATIONAL TRIPS</p> <p>In accordance with Board Policy 121, the Board will consider requests for trips for educational purposes with a duration longer than one (1) school day. Requests for such trips will be considered in relation to the unique educational value and the needs of the administration, faculty and staff in planning such trips with a minimum of interruption of the larger goals and programs of the school's educational process. The Board shall consider requests for overnight trips in light of the following criteria:</p> <ol style="list-style-type: none"> 1. The proposed trip must have an educational value and be a natural or logical extension of the school program and/or specific curriculum. 2. In order for the proposed trip to minimally disrupt the larger educational program and the support system, the Board requires that proposals for such trips be submitted for approval at least sixty (60) school days prior to departure date. 3. The safety and security of the participating students, faculty, and chaperones must be considered and the risk to the school district must be minimized. 4. There must be equal opportunity to participate in the proposed trip; that is, no one can be prohibited from participation unless a school policy prohibits such participation. 5. Providing that such a proposed trip meets the above criteria, the maximum extension of any school holiday scheduled shall be limited to no more than three (3) school days. Staff participating in this type of trip will receive regular salary for school days. 6. The Board, at their discretion, may choose to limit the number of such trips scheduled during any one (1) school year. 7. Transportation to and from terminals becomes the responsibility of the participating group.
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<p>Pol. 210</p>	<p><u>Safety Plan</u></p> <p>Before such a trip is approved, a safety plan must be prepared and approved by the building principal and must include the following:</p> <ol style="list-style-type: none">1. A basic first aid kit will be provided for use by the chaperones.2. The administration of medications to students by employees shall be permitted only upon the proper authorization by a physician and the student's parent or guardian as indicated in Policy 210. The actual administration will be by the nurse's designee.3. The names, addresses and telephone numbers of hospitals in the location the students will be visiting shall be obtained and made part of the plan. A list of any participating students with special medical problems, along with the names and telephone numbers of the local physicians who treat those special medical problems, shall also be part of the plan. This will be made available to hospital personnel in the event consultation is deemed necessary.4. Emergency telephone numbers for each child participating in the trip shall be obtained and be kept readily available with the chaperones on the trip and at the school office.
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