# STUDENTS 09.36 AP.21

School‑Related Student Trip Request Form

Submit this form one week prior to the Board meeting.

Faculty Member(s) sponsoring trip ­\_donna Calhoun\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Type of Trip (check one):

X Classroom Field Trip 🞏 Class Trip (i.e., junior, senior), specify \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

🞏 Organization/Club Trip, specify \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 🞏 Other (athletic, band, if applicable) \_\_\_

Destination \_\_Children’s Museum\_\_\_\_\_\_\_Address \_\_\_Cincinnati\_\_\_\_\_\_\_\_Phone \_\_\_\_\_\_\_\_\_\_

X Out of State 🞏 Out of County 🞏 Within County

🞏 Overnight; give name, address, phone of lodging \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Date(s) of Trip\_\_October 25, 2013\_\_\_ Departure Time \_\_9:00\_\_\_ Return Time \_2:00\_\_

Purpose/Educational Value \_At the time of this trip, K, 1st, and 1st/2nd will be finishing a unit on weather and will attend a class entitled Forces of Nature. In this class, students work in teams to explore concepts of meteorology and conduct hands-on experiments, thus enhancing their classroom units on weather. 2nd grade will attend a learning lab on Cave Dwellers, which explores animal adaptations and the ecosystem of a cave and its inhabitants. The learning lab correlates with science standards on animal adaptations and habitats, and the students will tour the artificial limestone cave for a real-life example of the concepts. 3rd grade will attend a class called Welcome to My Home, which enhances their social studies unit. They will explore cultural similarities from cultures around the world related to school, clothing, family routines, names, and leisure activities. 4th grade will be studying about paleontology and fossils; to enhance classroom instruction, 4th grade will attend a learning lab offering opportunities for hands-on fossil inquiry. Not only will each class attend a learning lab, but we will also visit different activities at the museum that will enhance what is being taught in the classroom.

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Source of funding for trip \_\_Hale Grant from the Museum (Students will be responsible for bus fee $2.-$3.)

*No student shall be denied the trip because of an inability to pay.*

Bill trip expenses to: 🞏 sponsoring organization 🞏 school council 🞏 board 🞏 other, specify \_\_\_\_\_\_classroom\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of: students \_119\_ faculty sponsors \_7\_ other chaperones \_20 Est\_\_

Total # of Participants \_\_146\_\_\_\_\_

Mode of Transportation

X Certificated common carrier; specify \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

🞏 Private vehicle, as allowed by policy; specify driver(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supervision (Attach list of names of adults accompanying students on trip.)

Have all chaperones undergone the required records check and been designated by the principal/designee to supervise students? X Yes 🞏 No

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 ***Signature of Faculty Sponsor Date***

Trip has been 🞏 approved 🞏 disapproved. Reason for disapproval \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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 ***Signature of Board Chairperson Date***

For overnight and/or out-of-state trips, approval of the Board may be required by policy 09.36.

Related Procedures:

09.36 AP.211, 09.36 AP.23

Review/Revised:7/11/13