

STUDENTS

09.36 AP.21

School-Related Student Trip Request Form

SUBMIT THIS FORM ONE WEEK PRIOR TO THE NEXT REGULAR BOARD MEETING.

SCHOOL PHS FACULTY MEMBER(S) SPONSORING TRIP E. Justice

TYPE OF TRIP (CHECK ONE):

☐ Classroom Field Trip ☐ Class Trip (i.e., junior, senior), specify _____
☐ Organization/Club Trip, specify _____ ☒ Other (athletic, band, if applicable) _____

DESTINATION South Laurel ADDRESS _____ PHONE _____

☐ Out of State ☒ Out of County ☐ Within County
☐ Overnight; give name, address, phone of lodging TBD?

DATE(S) OF TRIP Dec 19/20/2016 DEPARTURE TIME 2:30 pm RETURN TIME 9 pm
PURPOSE/EDUCATIONAL VALUE _____
12/20

SOURCE OF FUNDING FOR TRIP Basketball Boosters/Budget

NO STUDENT SHALL BE DENIED THE TRIP BECAUSE OF AN INABILITY TO PAY.

BILL TRIP EXPENSES TO: ☐ SPONSORING ORGANIZATION ☐ SCHOOL COUNCIL ☐ BOARD ☐ OTHER, SPECIFY _____

NUMBER OF: STUDENTS 2 FACULTY SPONSORS 3 OTHER CHAPERONES
24 Myself, Mr. Bocher
TOTAL # OF PARTICIPANTS _____
Grey Newsome
Doug Powers
Jeremy Hall

MODE OF TRANSPORTATION

IS DISTRICT TRANSPORTATION NEEDED? ☐ NO ☒ YES, SEE PROCEDURE 09.36 AP.212.

☐ CERTIFICATED COMMON CARRIER; SPECIFY _____

☐ PRIVATE VEHICLE, IF 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? ☒ Yes ☐ No

E. Justice
Signature of Faculty Sponsor

12-7-2016
Date

Trip has been ☐ approved ☐ disapproved. Reason for disapproval _____

D. Sh
Signature of Superintendent/Designee

12-7-16
Date

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

RELATED PROCEDURES:

09.36 AP.211, 09.36 AP.212, 09.36 AP.22, 09.36 AP.23

Review/Revised: 8/20/01