Field Trip Request Forms

NELSON COUNTY BOARD OF EDUCATION

FIELD TRIP REQUEST FORM

General Information:

Teacher Name Misti Arvin School Cox's Creek Elementary

Grade/Subject 4-5 Funding Source Bedas

Destination & Address Walt Disney World Resort Orlando, FL Date of Trip June 23-29, 2017

Academic Information:

Core Content +/or Exiting Criteria Covered Math, science, social studies poetry, essay, spelling, language arts, speech, arts, crafts, talent, composition

Academic Objective of Trip students will compete in various academic, art, craft and Beda exhibits

Academic Pre-Trip Activities (Please attach plan.) see attachment

Academic Post-Trip Activities (Please attach plan.) see attachment

Evaluation Procedures Awards & recognitions are given at the conventions

Transportation: Plane or transported per family

Number of Buses Needed _____ Time Leaving _____ Time Returning _____

Number of Students _____ Number of Adults _____ Compartments Needed _____

(CENTRAL OFFICE USE ONLY)

Date Called for Buses _____ Driver(s) Assigned _____

Date School Notified _____

Itemized Cost: Bus Drivers $_____ Mileage $_____ Cost per Child $_____

Signatures:

Misti Arvin
Teacher
1-27-17
Date

Principal
2-22-17
Date

Ann Marie Wellman
Superintendent/Director of Transportation
Date

STUDENTS

09.36 AP.21
(CONTINUED)

Field Trip Request Form- Overnight & Out-of-State Activity Request

School Core Creek Elementary Grade & Number of Students Attending 4-5 Pending

Person Making Request Mitzi Avritt Position Beta Sponsor

Overnight Activity ☑ Out-of State Activity ☑ Dates Scheduled June 23-24, 2017

Name of Activity National Junior Beta Convention

Location of Activity Walt Disney World Swan & Dolphin Resort, Orlando FL

Objectives of Activity See attachment

Pre-trip preparatory activities planned (please attach appropriate documents) see attachment

Post-trip culminating activities planned (please attach appropriate documents) See attachment

Oral student presentations planned after trip Trip takes place during the summer. Students may share experience with peers the next school year.

Name(s) of certified staff attending Mitzi Avritt

Name(s) of other adults attending Pending

Medications: To be administered by parents or Avritt RN

Plan for supervision (day) Students will remain together as a group with a chaperone unless in an individual competition.

Plan for supervision (night – please be specific for all hours of the night) students will have an adult in room or near by with frequent room checks.

Signed Mitzi Avritt Date 1-27-17

Principal Diana Smith Date Approved 2-22-17

Superintendent _____ Date Approved _____

Review/Revised:7/20/10