

## 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 Victor Allara

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 Tennis State Tour ADDRESS UK / Shiloh Park PHONE KIT JAA  
OFFICE

- ☐ Out of State ☐ Out of County ☐ Within County

☒ Overnight; give name, address, phone of lodging Hyatt Place 2001 BryantDATE(S) OF TRIP May 17-20 DEPARTURE TIME 1:00 PM RETURN TIME \_\_\_\_\_PURPOSE/EDUCATIONAL VALUE State Championships for TennisSOURCE OF FUNDING FOR TRIP Tennis Budget / School - Bored Rooms

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 6 FACULTY SPONSORS 2 OTHER CHAPERONES \_\_\_\_\_TOTAL # OF PARTICIPANTS 8

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 ☐ NoWay

Signature of Faculty Sponsor

May 12, 2017

Date

Trip has been ☐ approved ☐ disapproved. Reason for disapproval \_\_\_\_\_Doan

Signature of Superintendent/Designee

5-12-17

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

Victor Allara  
Johnny Webb  
Tennis Coaches