

RF #6.00

School-Related Student Trip Request Form

SUBMIT THIS FORM TWO (2) WEEKS PRIOR TO THE TRIP.

SCHOOL SCES FACULTY MEMBER(S) SPONSORING TRIP Ashley Phillips

TYPE OF TRIP (CHECK ONE):

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

DESTINATION Settlers Center ADDRESS Taylorsville PHONE _____
☐ Out of State ☐ Out of County ☐ Within County

☐ Overnight: give name, address, phone of lodging _____

DATE(S) OF TRIP 5/11/18 DEPARTURE TIME 9:00 RETURN TIME 1:00

PURPOSE/EDUCATIONAL VALUE to explore career opportunities and learn more about local businesses/services

SOURCE OF FUNDING FOR TRIP Students

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 115 FACULTY SPONSORS 7 OTHER CHAPERONES _____

TOTAL # OF PARTICIPANTS 122

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 AOC check and been designated by the principal/principal designee to supervise students? ☐ YES ☐ NO

Ashley Phillips
Signature of Faculty Sponsor

3/28/18
Date

Trip has been ☒ approved ☐ disapproved. Reason for disapproval _____
[Signature] 4/16/18
Signature of Superintendent/Designee Date

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

FIELD TRIP CHARGES

\$.93 per mile

Regular hourly rate for driver, plus overtime if driver's hours exceed 40 per week

Meals provided by sponsor: ☐ Yes ☒ No

Admission to event provided by sponsor: ☐ Yes ☒ No

Send copy to lunchroom: ☒ Yes ☐ No
Bus limits: 2 persons per seat

Overnight lodging : Single room

Driver time starts 15 min. before departure and ends 15 min. after arrival

Driver requested: 1. _____ 2. _____ Number of buses requested: 3

* will rotate to various drop-offs/pick-up locations

White Copy - Central Office

Yellow Copy - Bus Driver

Pink Copy - School Sponsor

Instructional Plan for Field Study/Special Event Learning Experience

Teacher: A Phillips

Class: Second Grade

Date: 5/9/18

Class Size: 115

Instruction Plan

PRE Activities

- * classroom career lessons
- * career day

POST Activities

- * discussion about various jobs

Reading/Writing/Math/Science/Social Studies/Arts and Humanities Strategies
(Use any that apply)

Choose one post-assessment of learning activity:

- ☐ Open Response Prompt: _____
- ☐ Student Product: _____
- ☐ Performance Event: _____

☒ Writing for Authentic Audience: thank you letter

Adaptations or Special Strategies (if applicable)