

School-Related Student Trip Request Form

SUBMIT THIS FORM ONE WEEK PRIOR TO THE NEXT REGULAR BOARD MEETING.
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SCHOOL PHS. FACULTY MEMBER(S) SPONSORING TRIP Kristy Orem

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 Gatlinburg ADDRESS _____ PHONE _____

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

☒ Overnight; give name, address, phone of lodging _____
DATE(S) OF TRIP Dec 19-22 DEPARTURE TIME 9:00 AM RETURN TIME _____PURPOSE/EDUCATIONAL VALUE To play in Gatlinburg tournamentSOURCE OF FUNDING FOR TRIP Boosters*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 20 FACULTY SPONSORS 1 OTHER CHAPERONESTOTAL # OF PARTICIPANTS 24

Kristy Orem
 Robert Orem
 Derek Dotson
 Carla Fields

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

Kristy Orem
 Signature of Faculty Sponsor

Date

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

B. B. B.
 Signature of Superintendent/Designee

10/11/18

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