

INSTRUCTIONS

1. Requests for trips (athletic events, conferences, field trips, etc....) must be submitted 3 weeks prior to trip.
2. Requests for overnight or out-of-state trips must be submitted 6 weeks prior to trip.
3. Please attach a tentative transportation itinerary, including any planned stops.
4. If overnight trip, attach name, address and phone number of lodging.

SCHOOL ACIC FACULTY MEMBER IN CHARGE R. Jones, L. Tabor, T. Harper

TYPE OF TRIP (CHECK ONE):

Classroom Field Trip Organization/Club Trip, specify Beta Nationals
 Class Trip (i.e. junior, senior), specify _____ Other (Athletic, etc...) specify, _____

DESTINATION: Forth Worth Tx ADDRESS _____ PHONE _____

Out of State

Out of County

Within County

Overnight

DATE(S) OF TRIP June 20-22 2020 TIME YOU PLAN TO DEPART FROM SCHOOL 11A Flights

APPROXIMATE TIME YOU PLAN TO BE BACK AT SCHOOL 11A from Nashville

PURPOSE/EDUCATIONAL VALUE Beta Nationals

BILL TRIP EXPENSES TO: ACIC Beta Activity Acct.

Attach a description of estimated expenses including, but not limited to, lodging, meals, registration, and all other anticipated travel expenses.

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

NUMBER OF: Students 5 Faculty Sponsors 3 Other Chaperones 2
 Total # of Participants (Riders) 10

MODE OF TRANSPORTATION

Is District Transportation Needed?

No

Yes, see Procedure 09.36 AP.212

Certificated Common Carrier (i.e. Charter Bus), specify company _____

Private Vehicle, if allowed by policy; specify driver(s) each parent will transport

Any special transportation needs? (e.g. under storage compartments for luggage, etc...) _____

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

R. Jones
 Signature of Faculty Sponsor

2-11-2020
 Date

Trip has been approved disapproved, reason for disapproval _____

Sharon Kelly
 Signature of Superintendent/Designee

2/11/2020
 Date

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