

## STUDENTS

09.36 AP.21

School-Related Student Day Trip and Overnight Trip Request Forms

THIS FORM MUST BE SUBMITTED TO THE PRINCIPAL TWO (2) WEEKS PRIOR TO THE TRIP IF BOARD APPROVAL IS REQUIRED, THE BOARD MUST RECEIVE THE FORM AT LEAST TWO(2) WEEKS IN ADVANCE OF TRIP.

## INFORMATION

- Over Night*
1. Sponsor's Name Bruce Cherry Fork Club or Dep. FFA
  2. Name of all chaperones same
  3. Where will the group be going? State FFA conv.
  4. Purpose of the trip. State comp.
  5. When is it to be held? Date June 7-11 Departure Time 4:00pm  
Estimated Travel Time 3 hours
  6. City Lexington State KY Estimated Distance (Round Trip) 920 miles
  7. Place of overnight lodging (name, address & phone #) Hyatt Regency Lexington  
Downtown St. 859.253-1234 (Kupp)
  8. Identify students by name (Use attached sheet if necessary) \_\_\_\_\_
  9. Cost to students ~~400~~ 4 Cost to school organization 41000 Cost to Board up to 3000
  10. Describe the relevance of the trip: educational, cultural, etc./educational activities  
Students are in competition for their speaking and or proficiency area.
  11. Other activities planned day of service
  12. How will this trip benefit your students? Like a Culminating Project
  13. Type of transportation used bus
  14. Have trip permission slips been signed and are they in the possession of trip sponsor or leader?  
\_\_\_\_ Yes \_\_\_\_ ☒ No If NO, indicate why: will be after they qualify.

Sponsor's Signature

Date

Principals Signature

Date

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

Signature of Superintendent/Designee

Date

Board Approval Date

## RELATED PROCEDURES:

09.36 AP.211, 09.36 AP.212, 09.36 AP.22

Review/Revised: 3/16/06