

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

1. Sponsor's Name Bence Cherry Track Club or Dep. Ag/FFA
2. Name of all chaperones same
3. Where will the group be going? HCC
4. Purpose of the trip. Regional Competition
5. When is it to be held? Date March 12 Departure Time 7:45
Estimated Travel Time 45 min each way
Estimated Distance (Round Trip) 60 miles
6. City Henderson State KY
7. Place of overnight lodging (name, address & phone #) _____
8. Identify students by name (Use attached sheet if necessary) _____
9. Cost to students 0 Cost to school organization \$200 Cost to Board 0
10. Describe the relevance of the trip: educational, cultural, etc./educational activities
Students are in Career Dev. Event
competitions
11. Other activities planned none
12. How will this trip benefit your students? Move to state or just
gain experience
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 closer to date

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