

School-Related Student Trip Request Form

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 AC SHS FACULTY MEMBER IN CHARGE Hope Adams

TYPE OF TRIP (CHECK ONE):

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

DESTINATION: Frist Art Museum ADDRESS: 219 Broadway, Nashville, TN PHONE: 615-244-3340
Partheon ADDRESS: 2500 West End Ave, Nashville PHONE: 615-862-8431

Out of State Out of County Within County Overnight

DATE(S) OF TRIP 12/13/2021 TIME YOU PLAN TO DEPART FROM SCHOOL 7:00 amAPPROXIMATE TIME YOU PLAN TO BE BACK AT SCHOOL 2:30 pmPURPOSE/EDUCATIONAL VALUE To teach students how to establish branding self-understanding,BILL TRIP EXPENSES TO: Art Fund (field trips) fundraising, networking, future development, public awareness, and presentation,

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 22 Faculty Sponsors 3 Other Chaperones 0
 Total # of Participants (Riders) 25

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) _____

Any special transportation needs? (e.g. under storage compartments for luggage, etc...) NO

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

Hope Adams

Signature of Faculty Sponsor

Sept. 23, 2021

Date

Trip has been approved disapproved, reason for disapproval _____

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.