

School-Related Student Trip Request Form

09.36 AP .21

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 Renee Jones

TYPE OF TRIP (CHECK ONE):

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

DESTINATION: Nashville, TN ADDRESS 2800 Opryland Dr PHONE (615) 889-1000
☒ Out of State ☐ Out of County ☐ Within County ☒ Overnight

DATE(S) OF TRIP 6/26 - 6/30 TIME YOU PLAN TO DEPART FROM SCHOOL NAAPPROXIMATE TIME YOU PLAN TO BE BACK AT SCHOOL NAPURPOSE/EDUCATIONAL VALUE Performing ArtsBILL TRIP EXPENSES TO: Beta Activity Fund

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 2 Faculty Sponsors 1 Other Chaperones 2
 Total # of Participants (Riders) _____

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) Valerie Powell

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

Renee Jones 3/23/22
 Signature of Faculty Sponsor 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.

Adults going to Junior Beta National Convention

Opryland Hotel and Convention Center

June 26-June 30

Renee Jones

Valerie Powell