

## FIELD TRIP REQUEST FORM

Name of School:       RCHS      

Date of Field Trip:       April 5 - 11, 2024      

Days of School Missed:       1/2      

Location of Field Trip:       NYC      

Grade Level and Number of Students Attending:       9-12 around 20 Drama Club      

Number of Chaperones Attending:       5      

What form of transportation will be used? \* Be Specific.       Flying using Delta      

Have field trip rules been explained to the students and chaperones?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Are there students being denied the right to attend due to finances?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
Does this trip comply with Title IX equity issues?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Brief Description (Be specific regarding educational purpose):

Students will have the opportunity to watch Broadway shows, and participate  
in seminars as well as immerse themselves in the NYC culture.

Please check the appropriate box:

<input type="checkbox"/>	To be used for 1 (one) day trips using school bus or private automobile.* <b><u>NEEDS PRINCIPAL APPROVAL ONLY.</u></b> PLEASE SEND ALL FORMS TO DISTRICT OFFICE.
<input checked="" type="checkbox"/>	To be used for overnight trips, trips of more than one instructional day and Co-curricular/ Extracurricular trips. <b>TO BE APPROVED BY THE ASSISTANT SUPERINTENDENT.</b>
<input checked="" type="checkbox"/>	To be used for trips taken by common carrier. <b>TO BE APPROVED BY THE BOARD OF EDUCATION.</b>

**NOTE: FOR BOARD APPROVAL, THIS REQUEST SHOULD BE SUBMITTED TO THE SUPERINTENDENT'S OFFICE BY NOON AT LEAST (11) WORKING DAYS PRIOR TO THE NEXT BOARD MEETING.**

Sponsor Signature:       KP Wiebe      

Principal Signature:       Dmkae luesn       Date Approved:       07/12/23      

DISTRICT OFFICE USE ONLY

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

\* Drivers of private automobiles need to complete the Auto Insurance Affidavit Form.