

COMPLETE ALL INFORMATION AND RETURN TO JIM SWIFT

STUDENTS

BEECHWOOD INDEPENDENT SCHOOLS  
TRANSPORTATION/FIELD TRIP REQUEST FORM

09.36 AP.21

TODAY'S DATE 5/23/2023

Elementary

High School

Guardian Angel

Faculty/Staff/Coach/Sponsor(s) Austin Bralley

Date(s) of Trip 10/27 - 10/29/2023

Departure Time 7:00pm on 10/27

Return Time 12:00pm on 10/29

\*If Peanut/Tree Nut Allergy Safety Alert is checked on the School-Related Trip Permission Slip and Medical Release Form (09.36 AP.211) then faculty/staff member(s) sponsoring this trip are responsible to ensure buses/mode of transportation comply with procedure related to foods on trip.

TYPE OF TRIP (CHECK ONE):

Classroom Field Trip, Specify Class \_\_\_\_\_

Class Trip (i.e. Junior, Senior), Specify \_\_\_\_\_

Organization/Club Trip, Specify \_\_\_\_\_

Other (athletic, band, if applicable), Specify Marching Band

\*\*DESTINATION Western Kentucky University Miles (one way) to destination: 229

City/State Bowling Green, KY

Overnight: Give name of lodging and address Bowling Green Christian Church, 1912 Smallhouse Rd, Bowling Green, KY 42104

TRANSPORTATION

0 Number of Buses needed (1 driver per bus unless otherwise indicated) or  Suburban  Van

See 09.36 AP.212

\*\*Does trip exceed 100 miles?  Yes  No If Yes, trip requires Board of Education approval.

THIS SECTION COMPLETED BY TRANSPORTATION DEPARTMENT

Bus Available  Yes  No Suburban Available  Yes  No Van Available  Yes  No  
Bus # \_\_\_\_\_ has been reserved.

Transportation Supervisor \_\_\_\_\_

Signature

Date

Use of Common Carrier in Lieu of School Bus Procedure 09.36  
(Complete Use of Common Carrier form, requires Board of Education approval)

Private Vehicle, if allowed by policy. Specify Driver(s) \_\_\_\_\_

Purpose/Educational Value KMEA State Semifinals and Finals

Number of days absent from school 0 Number of: Students Going on Trip 90 Faculty/Staff 2

Other Chaperones 10

ARE ALL CHAPERONES ON THE VOLUNTEER LIST?  YES  NO

IF NO, THEY WILL NEED TO COMPLETE THE YOUTH LEADER FORM AND BE APPROVED PRIOR TO CHAPERONING.

SUPERVISION - Attach a list of names of adults accompanying students on trip.

Trip Approved

Yes  No

Principal

Signature

Date

7/24/2023

Trip Approved

Yes  No

Superintendent/Designee

Signature

Date

7-25-23

Yes  No

Board of Education

Signature

Date

Related Procedures: 09.36 AP.211, 09.36 AP.212, 09.36 AP.23

Review/Revised: November 2018