

## FIELD TRIP REQUEST FORM

Name of School: Camp Ernst Middle School


Date of Field Trip: 2/8/2024 to 2/12/20

Days of School Missed: 3

Location of Field Trip: Orlando

Grade Level and Number of Students Attending: 6th, 7th and 8th \_\_\_\_\_

Number of Chaperones Attending: 3

What form of transportation will be used?\* Be Specific. Parent Vehicle 

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):

**UCA Nationals**

Please check the appropriate box:



To be used for 1 (one) day trips using school bus or private automobile.\*  
**NEEDS PRINCIPAL APPROVAL ONLY.** PLEASE SEND ALL FORMS TO DISTRICT OFFICE.



To be used for overnight trips, trips of more than one instructional day and Co-curricular/ Extracurricular trips.  
**TO BE APPROVED BY THE ASSISTANT SUPERINTENDENT.**



To be used for trips taken by common carrier.  
**TO BE APPROVED BY THE BOARD OF EDUCATION.**

**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: Racquelle Murphy

Principal Signature: Stephanie A. Hays Date Approved: 12/11/23

DISTRICT OFFICE USE ONLY

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

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

Email

Print

Please print this form and email to [mailto:tammy.jump@boone.kyschools.us](mailto:mailto:tammy.jump@boone.kyschools.us)