

**FIELD TRIP REQUEST FORM**

Name of School: BCHS  
Date of Field Trip: 6/29/24 - 7/02/24  
Days of School Missed: 0  
Location of Field Trip: Orlando FL  
Grade Level and Number of Students Attending: 9/12th 5 students  
Number of Chaperones Attending: 1  
What form of transportation will be used?\* Be Specific. Delta Airlines

Have field trip rules been explained to the students and chaperones? YES  NO   
Are there students being denied the right to attend due to finances? YES  NO   
Does this trip comply with Title IX equity issues? YES  NO

Brief Description (Be specific regarding educational purpose):  
FBLA Nationals in Orlando FL

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 MUST BE SUBMITTED BY THE DEADLINE TO BE INCLUDED ON THE NEXT BOARD MEETING**

Sponsor Signature: Kristen Mawick  
Principal Signature: Judy Blum Date Approved: 5/29/24

DISTRICT OFFICE USE ONLY

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

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