

STUDENTS

09.36 AP.21

ENTERED

School-Related Student Day Trip and Overnight Trip Request Forms

THIS FORM MUST BE SUBMITTED TO THE PRINCIPAL TWO (2) WEEKS PRIOR TO THE TRIP. IF BOARD APPROVAL IS REQUIRED, THE BOARD MUST RECEIVE THE FORM AT LEAST TWO (2) TWO WEEKS IN ADVANCE OF TRIP.

INFORMATION

1. Sponsor's Name Jason Scott Club or Dept Softball
 2. Name of all chaperones Nick Whittedge, Megan Thornberry
 3. Where will the group be going? Lexington, KY (Tates Creek High School)
 4. Purpose of the trip Softball Tournament
 *If the trip is a State Competition Trip, meals will be reimbursed at a daily rate of \$40.00, and must be accompanied by receipts.
 5. When is it to be held? Date 4/9/25 - 4/12/25 Departure Time 12:00 PM
 Estimated Travel Time 3 hrs + 30 min
 6. City Lexington State KY Estimated Distance (Round trip) 220 miles
 7. Place of overnight lodging (name, address & phone #) Home2 Suites by Hilton
126 East Lowry Lane, Lexington, KY 40503 / 859-313-5200
 8. Identify students by name (use attached sheet, if necessary) Softball Team
 9. Cost to students \$0 Cost to school organization \$5,000 Cost to Board \$0
 10. Describe the relevance of the trip: educational, cultural, etc./educational activities Sports
 11. Other activities planned None
 12. How will this trip benefit your students? Competition, team building
 13. Type of transportation used Parent
 14. Have trip permission slips been signed and are they in the possession of trip sponsor or leader?
☐ Yes ☒ No If NO, indicate why: AD advised none needed
- Sponsor's Signature [Signature] Date 1/24/2025 Principal's Signature [Signature] Date 1/27/25
- Trip has been ☐ approved ☐ disapproved. Reason for disapproval _____

Signature of Superintendent/Designee

Date

Board Approval Date

RELATED PROCEDURES:

09.36 AP.211. 09.36 AP.212

Review/Revised:2/18/13