

OLDHAM COUNTY BOARD OF EDUCATION  
ADMINISTRATIVE REGULATION

FIELD TRIP BUS REQUEST FORM

8005.01F

Related to Policy 5005, 4055, 8005AR, 8005 001F

OVERNIGHT

EXTENDED DAY

(Same day but extends beyond the school day)

DAY TRIP ONLY

School: SOUTH OLDHAM HIGH SCHOOL

Employee(s) In Charge: STEVE SIMPSON Group: BOYS BASKETBALL

Destination: TBD

Date(s) of Trip: TBD Time of Departure: TBD Time of Return: TBD

Approximate Milcage (one way): TBD \*

Approximate Number of Students: 15

Number of Chaperones/Adults: 4

TOTAL TRANSPORTED: 19 \*

Number of Buses: 1

\*(44 Person Maximum for MS/HS) (60 Person Maximum for ELEM)

\*These numbers include both students and all adults (bus driver, teachers, coaches, chaperones, etc.)

Method of Transportation (if not by school bus): BUS OR PARENTS WILL TRANSPORT

\*Common Carriers must be Board approved and should have the 8005.02F accompanying this form\*

\*All tolls are the responsibility of the school or group requesting the trip.

Trip Required or Optional: OPTIONAL

If optional, indicate student charges:

Transportation (mileage, driver) \$ \_\_\_\_\_

Admissions \$ \_\_\_\_\_

Other \$ \_\_\_\_\_

Total Charges \$ \_\_\_\_\_

Number of Instructional Days Lost: 0

Justification: Why is the trip necessary? What is to be learned? How will the experience be used and evaluated?

STATE FINALS

Requested by: JOE RICHIE Date: 02/20/2025

APPROVAL/DISAPPROVAL

Approved/Disapproved: Melissa Woodley, Principal Date: 2-20-25

Approved/Disapproved: M. James, Level Director Date: 3-20-25

Approved/Disapproved: \_\_\_\_\_, Superintendent Date: \_\_\_\_\_

\*Field trips in excess of a 60-mile radius of the Board office require the approval of the Superintendent.

\*ALL Overnight Field Trips and trips using Common Carriers must be approved by the school board and Superintendent.

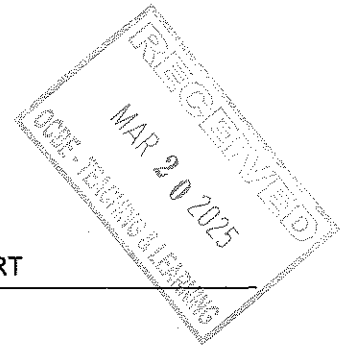
Upon approval, the school will receive an approved form from the Superintendent. \*

Adopted

Oldham County Board of Education

September 2, 1980

Revised: February 1, 1985, September 1991, April 29, 1996, June 19, 1998, June 9, 1999, November 23, 1999, April 2, 2001, March 25, 2004, March 22, 2005, July 27, 2005, August 10, 2006, June 28, 2007, March 11, 2008, July 16, 2008, February 4, 2014, July 17, 2015, January 6, 2017, January 18, 2019



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(Same day but extends beyond the school day)

School: SOUTH OLDHAM HIGH SCHOOL

Employee(s) In Charge: KRYSTAL HATCHETT

Group: GIRLS BASKETBALL

Destination: TBD

Date(s) of Trip: TBD

Time of Departure: TBD

Time of Return: TBD

Approximate Mileage (one way): TBD \*

Approximate Number of Students: 15

Number of Chaperones/Adults: 4

TOTAL TRANSPORTED: 19 \*

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STATE FINALS

Requested by: JOE RICHIE

Date: 02/20/2025

APPROVAL/DISAPPROVAL

Approved/Disapproved: Melissa Woods, Principal Date: 2-20-25

Approved/Disapproved: M. James, Level Director Date: 3-20-25

Approved/Disapproved: \_\_\_\_\_, Superintendent Date: \_\_\_\_\_

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