

School-Related Student Trip Request Form

SUBMIT THIS FORM TWO (2) WEEKS PRIOR TO TAKING THE TRIP.

SCHOOL Hopkinsville HighFACULTY MEMBER(S) SPONSORING TRIP Alaina Green**TYPE OF TRIP (CHECK ALL THAT APPLY):**

- ☒ Over 300 miles ☐ Under 300 miles ☒ Co curricular ☐ Extracurricular
☐ Classroom Field Trip ☐ Organization/Club Trip ☐ Other (athletic, band, if applicable)

 DESTINATION AP Literature Tour of ADDRESS England, UK
England

PHONE-DESTINATION _____

- ☒ Out of State ☒ Out of County ☐ Within County ☒ Overnight: give name, address, phone of lodging
MULTIPLE, SEE ATTACHED

DATE(S) OF TRIP Summer 2012

DEPARTURE TIME _____*

RETURN TIME _____ PM

START END

(SELECT AM OR PM FROM DROPDOWN)

(SELECT AM OR PM FROM DROPDOWN)

PURPOSE/EDUCATIONAL VALUE AP Literature Tour of historical sites and important sites in literature

WHAT STANDARD IS BEING ADDRESSED BY TAKING THIS TRIP? (DOES NOT APPLY TO ATHLETIC TRIPS.)

multiple writing, reading, social studiesSOURCE OF FUNDING FOR TRIP students

NO STUDENT SHALL BE DENIED THE TRIP BECAUSE OF AN INABILITY TO PAY.

BILL TRIP EXPENSES TO: ☐ SPONSORING ORGANIZATION ☐ SCHOOL COUNCIL ☐ BOARD ☒ OTHER parents to EFNUMBER OF: STUDENTS 12MALE STUDENTS 5FEMALE STUDENTS 7MODE OF TRANSPORTATION: IS DISTRICT TRANSPORTATION NEEDED? ☒ NO ☐ YES (SEE PROCEDURE 09.36 AP. 212.)☐ CERTIFICATED COMMON CARRIER; SPECIFY _____☐ PRIVATE VEHICLE, IF ALLOWED BY POLICY; SPECIFY DRIVER(S) _____Certified chaperones ALAINA GREEN

Classified chaperones _____

Have all chaperones undergone the required records check and been designated by the principal/designee to supervise students?

☒ Yes ☐ No

Have all students been notified of the rules and regulations regarding acceptable behavior?

☒ Yes ☐ NoHow have they been notified? Student Code of Conduct, EF Code of Conduct, Parent/Student Meetings, verbally**X****X**

Faculty/Sponsor Signature

Principal Signature

Trip has been ☐ approved ☐ disapproved. Reason for disapproval _____**X**

Signature of Superintendent/Designee

For overnight and/or out-of-state trips, approval of the Superintendent and/or Board may be required by policy 09.36.

