

STUDENTS

BEECHWOOD INDEPENDENT SCHOOLS  
TRANSPORTATION/FIELD TRIP REQUEST FORM

09.36 AP.21

TODAY'S DATE 1/4/26

☐ Elementary

☒ High School

☐ Guardian Angel

Faculty/Staff/Coach/Sponsor(s) Chris Chailland

Date(s) of Trip 1/8/26

Departure Time 6 AM

Return Time 9 PM

*\*If Peanut/Tree Nut Allergy Safety Alert is checked on the School-Related Trip Permission Slip and Medical Release Form (09.36 AP.211) then faculty/staff member(s) sponsoring this trip are responsible to ensure buses/mode of transportation comply with procedure related to foods on trip.*

TYPE OF TRIP (CHECK ONE):

☐ Classroom Field Trip, Specify Class \_\_\_\_\_

☐ Class Trip (i.e. Junior, Senior), Specify \_\_\_\_\_

☒ Organization/Club Trip, Specify FTC / Robotics Team

☐ Other (athletic, band, if applicable), Specify \_\_\_\_\_

**\*\*DESTINATION** Hazard Community & Technical College Miles (one way) to destination: 196

City/State Hazard, KY

☐ Overnight: Give name of lodging and address \_\_\_\_\_

TRANSPORTATION

\_\_\_\_ Number of **Buses** needed (1 driver per bus unless otherwise indicated) or

☐ Suburban

☒ Van

See 09.36 AP.212

**\*\*Does trip exceed 100 miles?** ☒ Yes ☐ No **If Yes, trip requires Board of Education approval.**

THIS SECTION COMPLETED BY TRANSPORTATION DEPARTMENT

Bus Available ☐ Yes ☐ No

Suburban Available ☐ Yes ☐ No

Van Available ☐ Yes ☐ No

Bus # \_\_\_\_\_ has been reserved.

Transportation Supervisor \_\_\_\_\_

Signature

Date

☐ Use of Common Carrier in Lieu of School Bus

Procedure 09.36

(Complete Use of Common Carrier form, requires Board of Education approval)

☐ Private Vehicle, if allowed by policy. Specify Driver(s) \_\_\_\_\_

Purpose/Educational Value State qualifier for FTC robotics tournament

Number of days absent from school 1

Number of: Students Going on Trip 6

Faculty/Staff Chailland (1)

Other Chaperones \_\_\_\_\_

ARE ALL CHAPERONES ON THE VOLUNTEER LIST?

☐ YES

☐ NO

IF NO, THEY WILL NEED TO COMPLETE THE YOUTH LEADER FORM AND BE APPROVED PRIOR TO CHAPERONING.

SUPERVISION – Attach a list of names of adults accompanying students on trip.

Trip Approved

☒ Yes ☐ No

Principal

Signature

Date

Trip Approved

☒ Yes ☐ No

Superintendent/Designee

Signature

Date

☐ Yes ☐ No

Board of Education

Signature

Date