

STUDENTS

School-Related Student Day Trip and Overnight Trip Request Forms

09.36 AP.21

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) WEEKS IN ADVANCE OF TRIP.

INFORMATION

1. Sponsor's Name Courtney Travis
2. Name of all chaperones Courtney Travis Club or Dep. Yes Youth Council
3. Where will the group be going? The Campbell House - Lexington, KY
4. Purpose of the trip. Kentucky Prevention Network Conference
5. When is it to be held? Date September 22 & 23 Departure Time _____
6. City Lexington State KY Estimated Travel Time _____
7. Place of overnight lodging (name, address & phone #) The Campbell House; 1375 S Broadway, Lexington, KY 40504 - (859) 255-4281 Estimated Distance (Round Trip) _____
8. Identify students by name (Use attached sheet if necessary) Wesley Alexander, Emma Harmon, Emmy Zachary, Brennan Melton, Adalee Tapp
9. Cost to students 0 Cost to school organization _____ Cost to Board 0
10. Describe the relevance of the trip: educational, cultural, etc./educational activities educational
11. Other activities planned _____
12. How will this trip benefit your students? my students will gain skills by presenting in front of adults on their prevention efforts in W.C.
13. Type of transportation used _____
14. Have trip permission slips been signed and are they in the possession of trip sponsor or leader?
☐ Yes ☒ No If NO, indicate why: Waiting on approval

Courtney Travis
Sponsor's Signature

Date

7/20/26

[Signature]
Principals Signature

Date

7/20/26

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, 09.36 AP.22

Review/Revised: 3/16/06