

Morris School District

**K-5 FIELD TRIPS**

2019-20

October 8 Field Trip Paperwork “Due By”

October 15 Curriculum Committee

October 21 BOE Meeting Date

October 22 Approved Trips can go Into Trip Tracker

**No trips prior to October 28**

*\*Trips should not go into Trip Tracker until BOE approved unless special arrangements have been made with Transportation or Curriculum Departments.\**

*Link to TripTracker:* <https://versatransweb05.tylertech.com/MorrisSD/triptracker/Login.aspx>

**Trip Days and Times:**

* No Friday trips
* No trips after June 1st
* Trips must begin and end according to transportation availability on the day of the trip. If transportation and/or nurse coverage cannot be accommodated, the trip will be cancelled.

**Trip Frequency/Locations:**

* **One field trip per grade** is recommended\*
* All trips must be specifically and directly connected to a curriculum goal/essential learning for the grade level
* Wherever possible--All schools should coordinate location/day/times (ie, All K’s go to zoo on same day). Please work closely together to arrange this.
* Trip locations should not be duplicated from one grade level to the next\*
* No swimming (trips, classes, parties) under school field trips
* Pre/Post activities must be approved by and evidenced to principal

*\*Note: There are some community partnerships (MPAC, Grow It Green, Art in the Atrium) that require trips--those may be approved in addition to the “one trip per grade” and may be duplicated but must be approved in advance.*

***For the 2019-20 school year, 4th grade classes will also go to Washington Valley School House as a “partnership trip”. Please put that on your field trip list due on 10/8/19. We will discuss more details as I get them. THANK YOU!***

**Alternative Ideas for field trips:**

* Guest speakers (experts, families, local organizations)
* Virtual field trips
* Student research/presentation fair

**Notes:**

* Parent contribution to cost is allowed but should NOT be more than two weeks in advance of each trip. Parents should not be asked to send a fixed amount at the start of school year.
* Grade 2 Picnic or celebration is an onsite event.
* 5th Grade “Celebration” is an onsite event

**Approvals:**

* Student rosters must be sent to Nurse at least 30 days in advance for review/approval-Please be aware that rosters may be requested by Health Office more than 30 days in advance if circumstances require.
* Principal and Nurse approve trips collaboratively and then approve in TripTracker
* Please organize trips across schools when possible in order to accommodate as many needs (transporation, nurses) at one time as possible.
* Trips may be postponed or cancelled if nurse or transportation needs cannot be met.