Suffield Public Schools Field Trip/School Sponsored Trip Request Form

Directions: Form to be completed by Advisor of the field trip. The completed form needs to

comply with all regulations found in Policy #6153.

Date of Request:

January 11, 2020

Type of Trip:

Field Trip

Extracurricular

Athletic

International

NOTE:

Out of state or overnight trips must be approved by either the Superintendent

or his/her designee and the Board of Education. (See Regulation #6153)

Advisor:

Laura LaFlamme

Date(s) of Trip:

March 19- 21st, 2020

Destination:

Washington DC

Number of Students: up to 16

Number of Chaperones: (see Regulation #6153 - Chaperone guidelines) I for every 10 students

Has disclosure form been completed for all chaperones that are not Suffield Public School

employees and are chaperoning an overnight trip?

No

N/A

Has chaperone information, including applicable Board of Education policy(ies) been delivered to

chaperones?

No

Insurance Certificate Required: will charles

Yes



Mode of Transportation: Ag Science Bus and Coach Bus

Cost of trip (include information regarding payment of expenses and any financial penalties that may be incurred):

Students will be responsible for the cost of the trip. They may decide to do some fundraising.

Current estimated Student Cost

Total: \$250

Bus - 90.00 based on 40 students Hotel - 80.00

Entry costs of exhibit and recreational and meals Activity: 50

Chaperone cost \$275... based on two per room and entrance costs higher for adult

Explanation of Trip: Coordinating with Nonnewaug high school, we will have a Horticulture career tour of Washington DC. The tour will provide agriculture students from Suffield and Woodbury to work together and learn about the Horticulture industry. This is the second year we have planned a trip together.

Insurance Certificate Required:	Yes		No
Mode of Transportation: Ag science bus to Nonnewaug high schocoach bus.	ool and the	en we wil	l take a hired
Explanation of Trip: Students who have taken Horticulture this school exchange field trip with Nonnewaug High S			
Educational Purpose			
Students would be touring with fellow horticulture students from and Woodbury have sent National teams to the Floriculture the past 2 years. Tours including a stop at DV floral, of companies on the east coast. Tours of the National Arb additional tours of national monuments that included the maintenance of these historic sites.	lture and I ne of the l oretum in	Landscape largest wh Washingt	e competitions in nolesale floral ton DC and
Itinerary: Thursday: Leave school at 6 am for Nonnewaug High school Tour DV Floral Friday National ARboretum and Monument tour Saturday: Monument tour Return to school 4 pm			
Advisor's Signature: Principal Signature: Superintendent/Designee: Approve Deny Superintendent/Designee Signature: Page of Educations Approve Deny	Date: Date:	1/16	my 13, 2020 (20)
Board of Education: Approve Deny			

Date:

Board Chair Signature: