

## **FIELD TRIPS, EXCURSIONS AND OUTDOOR EDUCATION**

The board recognizes that field trips, when used as a device for teaching and learning integral to the curriculum, are an educationally sound and important ingredient in the instructional program of the schools. Such trips can supplement and enrich classroom activities by providing learning experiences in an environment beyond the classroom.

Field trips that take students out of the state or keep students out of the district overnight must be approved in advance by the board. Outdoor education resident school plans will be presented to the board for annual approval. The superintendent has the authority to approve all other field trips.

Field trips include trips to support student participation in competitions and related academic activities (e.g. Knowledge Bowl, music competitions, ROTC). Travel related to scheduled athletic events does not fall under this policy.

The building administrator may approve in-state field trips and for this purpose, Portland, Oregon shall be considered in-state. All out-of-state field trips/travel shall receive prior approval of the Board of Directors. In the event of an emergency or unusual situation or timeline, the Superintendent may authorize out-of-state travel.

District sponsored foreign/international trips/activities other than to Canada and Mexico is not encouraged. It is preferred that foreign/international travel involving South Kitsap School District students and staff be sponsored by outside organizations, with the staff under the jurisdiction of the outside organization and all communication regarding the foreign/international activity containing the statement that the activity is not a district sponsored activity. In the rare event that the District chooses to sponsor a foreign/international travel activity, staff and administration must follow District procedures and the steps outlined in the Field Trip, Excursions and Outdoor Education Protocol.

The Board reserves the right to suspend this policy if fiscal restraints prohibit support of field trips.

The superintendent will develop procedures for the operation of a field trip or an outdoor education activity which will ensure that the safety of the student is protected and that parent permission is obtained before the student leaves the school. Each field trip must be integrated with the curriculum and coordinated with classroom activities that enhance its usefulness. Private vehicles may be used to transport students if approval is obtained in advance from the principal.

No staff member may recruit students for any privately arranged field trip or excursion without board permission.

Cross References:     Board Policy 6625                     Private Vehicle Transportation  
                              Board Policy 3520                     Student Fees, Fines, Charges

Legal References:     RCW 28A.330.100(5)                     Additional powers of board  
                              RCW 67.20.020                         Contracts for cooperation

WAC 181-87-090

Improper remunerative conduct

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