

HAMDEN BOARD OF EDUCATION SCHOOL-SPONSORED FIELD TRIP REQUEST FORM

HPS BoE Policy 6153 Form A

Name of Staff Member
Requesting Permission: Jeff Bloomfield Date: 3.17.22

School: Ridge Hill Grade: 6 Subject: ELA/Math

1. Type of Trip: Check appropriate box(s)

- Field Trip: In-State
- Trips/Exchanges
- Extracurricular
- ✓ Field Trip: Out-of-State
- Overnight
- International

2. Trip Information:

a) Date: 6.15.22
b) Location: New York City (Bus to Union Station, New Haven)
c) Transportation: • Bus • Train • Airplane
Name of Carrier: First Student Bill to: Ridge Hill
Or amount of check (attached): _____

d) Departure/Arrival information:
Time of departure from school 8 AM Time of departure from destination 10 PM
Time of arrival at destination _____ Time of return to school - _____

e) Number of students 50 Number of chaperones: 12

Field Trip (1 teacher plus 1 additional person for every 15 students or part thereof)
Extracurricular (1 teacher plus 1 additional person for every 10 students or part thereof)
Exchange (1 teacher plus 1 additional person for every 10 students or part thereof)

f) Names of teachers and chaperones: Principal, 6th grade teachers, only Ridge Hill staff members

3. Fill in all that apply:

a) Total Cost per Student: \$95.50
b) Lodging: _____ Cost: _____
c) Provision for meals: ON OWN Where will you eat lunch? various places in city
d) Emergency telephone contact at destination: Jeff Bloomfield by group
e) Special medical requirements: None
f) Passport needs: None
g) Estimate of additional expenses: \$30.00 (spending money for lunch/dinner)
h) Source of funds: PTA + Ridge Hill

4. Purpose of Trip. Connection to curriculum: Provide students with a theater experience within a city. Students will use the theme of the play to compare and contrast to literature within the 6th grade reading and writing unit. Also this trip allows the students to have a special memory and bonding experience before going off to middle school. It supports us helping children to heal and move on from the Pandemic.

5. Describe classroom follow-up to trip: Students will discuss and
compose the film, Broadway, and
text versions of A Lesson in
Part of the 6th grade fantasy unit.

Please check where the following items may be found. Check all appropriate areas.
(Out-of-state field trips and exchange programs must attach copies of items listed below.)

Complete list of students, telephone numbers and parent/guardian names:
 on file at school teacher will take on trip attached

Complete itinerary:
 on file at school teacher will take on trip attached

Advance written notice to parents:
 on file at school teacher will take on trip attached

Parent permission forms and medical checklist forms:
 on file at school teacher will take on trip attached

Copy of contracts:
 on file at school teacher will take on trip attached

6. Please describe COVID Safety mitigation strategies in place (for example: distancing or efforts to reduce density, ventilation efforts in place, location, duration of the event, the number of students and staff anticipated to be involved, etc.).

- Groups will break up during the day to explore NYC
- Students and staff will wear masks on transportation and show

Nurse: Laura Baker, RN Date: 3/17/22

Medical Subcommittee: _____ Date: _____

Director: _____ Date: _____

Principal: Stacie Antonic Date: 3/17/22

Superintendent or designee: _____ Date: _____