

ROP-SPONSORED TRIPS

A field trip or excursion plan involving transportation to a location beyond 100 miles one way from the normal class site location and/or involving overnight travel should be scheduled a minimum of six weeks in advance in order to obtain Baldy View Regional Occupational Program Commission approval.

Field trips not requiring Commission approval should be scheduled a minimum of three weeks or more in advance.

Field trips may not be taken without prior approval of the Superintendent or designee.

The Baldy View Regional Occupational Program (ROP) office will make transportation arrangements and notify the teacher when this is confirmed.

A ROP teacher must accompany the class and must:

1. Take roll prior to leaving.
2. Take roll upon returning from the field trip.
3. Require that each who begins with field trip transportation return by the same means.
4. Carry Emergency cards during a field trip.
5. Have already obtained approval and signature by the parent/guardian.

Upon return, the teacher must not leave until all the students have been picked up by parents or have left.

If the student will miss any part of a regular day of class, each student must take the Excursion and Field Trip Waiver Form (ROP #I-122) to the high school representative for signature and return to the ROP teacher. ROP Form #I-222 must be signed by the teacher after the field trip and sent to the Career Technician verifying student's attendance on the field trip.

Teachers will have a worksheet or assignment for the students that relates directly to the field trip.