

STUDENTS

Student Travel

School administration will consider the following components to determine whether to submit student trips for board approval for extra-curricular activities.

1. Time out of school
 - a. Protecting instructional time is a primary district priority
2. Duration of the event
 - a. Activities scheduled as a part of the event on more than one day
3. End time of the event
4. Type of event
 - a. Academic
 - b. Athletics
 - c. Extra-curricular
5. Consideration of events where there are similar or comparable events that are geographically closer.
6. Time of year
7. Location
 - a. Distance from the school and the ability to provide additional support for emergencies or unexpected circumstances
8. Transportation (flight, rental, car, bus, or other)
9. Housing arrangements/accommodations
10. Age and maturity level of students including behavior, academic, and attendance history
11. Fit within the risk parameters covered by district insurance
12. Budget source and available dollars
13. Field trips
 - a. Integration with the curriculum and coordinated with classroom activities that enhance its usefulness
 - b. Provides learning experiences in an environment beyond the classroom

School administration will consider the advantages, disadvantages, and benefits to the students of returning students back to Pasco on a schedule that allows for at least one full day at home on a weekend within the above considerations and any other circumstances that might apply to a specific situation. Students should return home from an event on the same day especially if arrival in Pasco can be scheduled prior to midnight.

The staff member proposing the overnight trip must meet with the school principal or designee to describe the purpose and circumstances of the trip and request approval prior to discussion with students or parents. Requests to extend a stay beyond when the event concludes or depart for a trip early should be justified by an educational purpose, experience or opportunity. It is the school administrator's responsibility to determine the submission to the board for approval. Each student participating in a field trip must return a permission slip signed by his/her parent/guardian prior to participating in the trip.