

CAMBRIAN SCHOOL DISTRICT
Board Policy

Administrative Procedure 6153

Adopted: March 21, 2013

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INSTRUCTION

School Sponsored Trips Supervision

Students on school-sponsored trips are under the jurisdiction of the district and shall be subject to district and school rules and regulations.

The superintendent or designee shall ensure that adequate supervision, and training if necessary, is provided on all school-sponsored trips and that there is an appropriate ratio of adults to students present on the trip. This ratio will be determined by the nature of the activity.

Teachers will submit a Field Trip Request Form outlining correlation between classroom instruction and the educational trip as well as ensuring adherence to all considerations outlined in Board Policy

Reasons for denial of a request will be listed and submitted to the teacher making the request as soon as possible.

Time spent in transit to locations should be considered when determining the value of the educational trip.

All logistics should be finalized with a copy in the principal's office.

Parent/Guardian Permission

Before a student can participate in a school-sponsored trip, the teacher shall obtain parent/guardian permission for the trip. Whenever a trip involves water activities, the parent/guardian shall provide specific permission for his/her child to participate in the water activities. The district shall provide an alternative educational experience for students whose parents/guardians do not wish them to participate in a trip. All persons making the field trip or excursion shall be deemed to have waived all claims against the district or the State of California for injury, accident, illness, or death occurring during or by reason of the field trip or excursion. All adults taking out-of- state field trips or excursions and all parents/guardians of students taking out-of-state field trips or excursion shall sign a statement waiving such claims. (Education Code 35330)

Safety Issues

While conducting a trip, the teacher, employee, or agent of the school shall have the school's first aid kit in his/her possession or immediately available. (Education Code 32041)

Whenever trips are conducted in areas known to be infested with poisonous snakes, the first aid kit taken on

the trip shall contain medically accepted snakebite remedies. In addition, a teacher, employee, or agent of the school who has completed a first aid course which is certified by the American Red Cross and which emphasizes the treatment of snakebites shall participate in the trip. (Education Code 32043)

If the Superintendent or designee receives threat level warnings from the Homeland Security Advisory System pertaining to the destination of a school-sponsored trip, he/she shall implement precautions necessary to protect the safety of students and staff.

Lifeguards are required for all swimming activities. If the activity is at a private pool, the owner of the pool shall provide a certificate of insurance, designating the district as an additional insured, for not less than \$500,000 in liability coverage. Staff shall determine supervisory responsibilities for all chaperones.

The District shall provide or make available medical and/or hospital insurance for students injured while participating in any excursion or field trip. (Education Code 35331)

Before trips of more than one day, the principal or designee may hold a meeting for staff, chaperones, parents/guardians, and students to discuss safety and the importance of safety-related rules for the trip.

The superintendent or designee shall ensure that each person serving as a chaperone on an overnight or out-of-state field trip shall submit fingerprints for processing by the Department of Justice. Approval or denial of a chaperone shall be at the discretion of the superintendent. Individuals convicted of a crime, recognized as a prohibited offense, shall be denied permission to attend as a chaperone on an overnight trip.