

Teachers will:

1. Enforce the same rules pertaining to citizenship and behavior as apply to the school.
2. Inform students as to application of school rules on field trips.
3. Exercise reasonable judgment regarding safety.
4. Make students aware of the public relations factor (good and bad) for the District.
5. Request field trips (whenever possible) two (2) weeks in advance to facilitate arrangements.
6. Prepare lists of students to go to proper school personnel for attendance purposes.
7. Leave emergency phone numbers at school whenever possible.
8. Secure prior parental permission slips.
9. Secure adequate adult supervision.
10. Inform students of approximate arrival time for parental information.
11. In accidents involving injury make phone contact to the principal and the parents.
12. On overnight field trips send home via student a parental information sheet with all pertinent data.
13. Be aware that whenever possible, parent or teachers cars will not be used for field trips.
14. Be informed of first carrier obligations.
15. Not allow a changeover during field trip from bus to private car unless agreeable by faculty member involved and a letter of release from parent.
16. When involved in a field trip with private cars, secure a parental permission slip that acknowledges private transportation.

Implemented: June 16, 1986

North Thurston School District