

Policy

Glen Ridge Board of

Education

2340 FIELD TRIPS

General Philosophy

The Board realizes that there is much to be gained by opening community and the world around us as an environment for learning. School sponsored field trips will be considered part of the educational program if they have a specific value and are designed to enrich the educational program.

Routine Field Trips

A routine field trip is a trip within the community, the metropolitan area, and to places that can be reached in one day. It is the duty of the administration to establish procedures for evaluating trips to determine if they are consistent with educational goals, safety of students, and the overall operation of the schools. Such trips will not be more than one day in length and must be approved by the Principal.

Extended Field Trips

Extended field trips are those of more than one day's duration. It is the responsibility of the administration to determine the desirability of such field trips. All extended trips must be approved by the Board.

Basic Guidelines

All educational field trips are sponsored by the school and under the control of school personnel. They must meet the following guidelines:

1. The planned activity must be directly related to the accomplishment of an instructional purpose which clearly enhances the education program;
2. The activity cannot be reasonably replicated for the majority of the class, in class, and does not duplicate an existing program of equal or superior value;

3. The activity must satisfy the educational goals better than other methods of instruction such as class discussion and films;
4. Student attendance is required on field trips as on an in-class activity;
5. Provisions must be made for proper supervision by school employees, assisted by other adults regardless of where the activity takes place;
6. Each trip must be considered in terms of financial limitations; and
7. Cost of trips are to be borne by the pupil's parent(s) or legal guardian(s). However, no pupil shall be denied participation in a trip due to financial need. Determination of financial need will be made by the Building Principal.

Limitations

1. An attempt should be made that no basic educational trip may resemble or be construed as a class activity, picnic or day off from school. A field trip is not to be a reward for some aspect of school life.
2. Recreational trips which are generally taken outside of the school day shall not be considered part of the ongoing program. Ski trips and club activities are examples of recreational trips. Student participation should be voluntary and all expenses will be borne by the parent(s) or legal guardian(s).

N.J.S.A. 18A:36-21 et seq.; 18A:53-2

Adopted: 25 November 2002