

INSTRUCTIONAL RESOURCES  
FIELD TRIPS

EFD  
(REGULATION)

PRINCIPAL'S  
RESPONSIBILITY

The principal, with information from the teacher, will carefully consider each request for a field trip and approve those trips with only instructional value outweighing negative considerations such as loss of instructional time.

Each school will be allocated funds in its budget for field trips and must stay within its budget.

TRANSPORTATION  
FOR FIELD TRIP

Transportation for all field trips must be provided by the District. Use of private cars will not be permitted for any trip. When feasible, two or three classes will use the same bus. [See FMG (EXHIBIT)]

Students will not participate in a field trip without written consent of a parent or legal guardian.

PLANNING THE  
FIELD TRIP

The District will pay any entrance fee or performance fee or activities coordinated by the District.

The following guidelines will apply:

1. The Request for Field Trip Approval form must be completed no less than 10 school days prior to the trip and submitted to the principal for approval. [See EFD (EXHIBIT)]
2. Transportation will be arranged by the principal.
3. Necessary reservations will be made.
4. Transportation and site plans will be confirmed a day or two before the trip.