

Instruction

Field Trips

Please refer to the current “Agreement between the Special Education District of Lake County, Illinois and the SEDOL Teacher’s Union, a Council of the Lake County Federation of Teachers, Local No. 504, IFT-AFT/AFL-CIO.”

Field trips are permissible when the experiences are an integral part of the school curriculum and an extension of the student’s Individual Education Program (IEP).

All field trips must have the Superintendent or designee’s prior approval, except that field trips beyond a 200-mile radius of the school or extending overnight must have the prior approval of the Executive Board. The following factors are analyzed when determining whether to approve a field trip: educational value, student safety, parent concerns, heightened security alerts, and liability concerns. On all field trips, a bus fee set by the Superintendent or designee may be charged to help defray the transportation costs.

Parents/guardians of students: (1) shall be given the opportunity to consent to their child’s participation in any field trip, and (2) are responsible for all entrance fees, food, lodging, or other costs, except that the District will pay such costs for students who qualify for a fee waiver under Board Policy 4:140, *Waiver of Student Fees*. All non-participating students shall be provided an alternative experience. Any field trip may be cancelled without notice due to an unforeseen event or condition.

The District will not approve privately arranged trips led by District staff members, nor will the District provide liability protection for privately arranged trips. The District is not responsible for any damages arising from a privately arranged trip.

LEGAL REF.: 105 ILCS 5/29-3.1

CROSS REF: 4:140 (Waiver of Student Fees), 6:10 (Educational Philosophy and Objectives), 7:10 (Equal Educational Opportunities), 7:270 (Administering Medicines to Students)

ADOPTED: September 23, 2004

REVIEWED: September 21, 2023; April 23, 2026

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