

Policy Guide



Policy No. 121

Section PROGRAMS

Title CURRICULAR FIELD TRIPS

Adopted AUGUST 21, 1989

Revised AUGUST 20, 2019

POLICY NO. 121 CURRICULAR FIELD TRIPS	
Section 1	<p><u>Purpose</u></p> <p>The Board recognizes that curricular field trips, when used for teaching and learning integral to the curriculum, are an educationally sound and important component in the instructional program of the schools. Properly planned and executed field trips can:</p> <ol style="list-style-type: none"> 1. Supplement and enrich classroom learning by providing educational experiences in an environment outside the schools. 2. Arouse new interests among students. 3. Help students relate academic learning to the reality of the world outside of school. 4. Introduce community resources, such as natural, cultural, industrial, commercial, governmental, and educational. 5. Afford students the opportunity to study real things and real processes in their actual environment.
Section 2	<p><u>Definition</u></p> <p>For purposes of this policy, a curricular field trip shall be defined as any trip by students away from school premises that is an integral part of approved planned instruction, is conducted as a first-hand educational experience not available in the classroom and is supervised by a teacher or district employee.</p>

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Section 3	<p>Policies related to student events/trips, not curricular in nature, shall be covered by Policy 260.</p> <p><u>Authority</u></p> <p>The Board shall approve only those curricular field trips that take students more than 50 miles from the District. The Superintendent or designee shall approve all others.</p> <p>Students on field trips remain under the supervision and responsibility of the Board and are subject to its rules and regulations.</p> <p>The Board does not endorse, support, or assume responsibility in any way for any district staff member who takes students on trips not approved by the Board or Superintendent. No staff member may solicit district students for such trips within the district facilities or on district grounds without Superintendent permission.</p>	<p>Pol. 260</p> <p>SC 517</p>
Section 4	<p><u>Delegation of Responsibility</u></p> <p>The Superintendent or designee shall develop administrative regulations for the operation of curricular field trips.</p>	
Section 5	<p><u>Guidelines</u></p> <p>Curricular field trips shall be governed by guidelines which ensure that:</p> <ol style="list-style-type: none"> 1. The safety and well-being of students will be protected at all times. 2. Permission of the parent/guardian is sought and obtained before any student may participate. 3. The principal approves the purpose, itinerary and duration of each proposed trip. 4. Each curricular field trip is properly planned, integrated with the curriculum, and followed up by appropriate activities that enhance its value. 	<p>Pol. 105</p>

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5. The effectiveness of field trip activities is monitored and evaluated continuously.
6. Teachers are allowed flexibility and innovation in planning field trips.
7. No curricular field trip will be approved unless it contributes to the achievement of specified instructional objectives.

Administration of Medication

The Board directs planning for curricular field trips to start early in the school year and to include collaboration between administrators, teachers, nurses, parents/guardians and other designated health officials.

Decisions regarding administration of medication during curricular field trips and other school-sponsored programs and activities shall be based on the student's individual needs.

Pol. 103.1, 113

Medication shall be administered in accordance with applicable laws, regulations, Board policies and district procedures.

Pol. 210, 210.1

References:

PA School Code – 24 P.S. Sec. 517

Board Policy – Pol. 103, 105, 113, 210, 210.1, 517, 260