



FIELD TRIP EXCURSION / REQUEST

School or Program: \_\_\_\_\_ Date Requested: \_\_\_\_\_

Who is making the request: \_\_\_\_\_

Description of Proposed School Sponsored Trip

Date: \_\_\_\_\_ Destination: \_\_\_\_\_

What Group is meant to travel:

- Students Staff Other Chaperons

Check all that apply:

- One Day Trip Overnight Trip Walking Field Trip Out of State Trip
Out of County Trip Trip involving water activities Trip requiring transportation

Alternate activity planned for students who do not wish to participate: \_\_\_\_\_

How will trip be funded

Please attached a separate sheet of paper:

- Describing how this trip is tied to the District's established curriculum
Provide the educational objectives relating directly to the curriculum
Describing your plan to provide the best use of student learning time during the trip
Describing your plan to provide appropriate instruction before and after the trip

Signature of Requestor \_\_\_\_\_ Date \_\_\_\_\_

Principal Approval \_\_\_\_\_ Date \_\_\_\_\_

Superintendent Approval (if required) \_\_\_\_\_ Date \_\_\_\_\_