

## **M.S.A.D. #12 POLICY** **FIELD TRIPS AND EXCURSIONS**

Field trips designed to stimulate student interest and inquiry and provide opportunities for social growth and development are considered appropriate extensions of the classroom. To the extent that they provide the most effective means for accomplishing general curriculum objectives of the schools, field trips may be authorized by the building principal, subject to requirements established by the School Board and/or the Superintendent.

To be educationally beneficial, a field trip requires thoughtful selection, careful advance planning of the class and opportunities for pupils to assimilate the experience during and at the conclusion of the trip. To this end, teachers and principals will be expected to consider the following factors in selection of field trips:

- value of the activity to the particular class group(s);
- relationship of the field trip activity to a particular aspect of classroom instruction;
- suitability of the activity and distance traveled in terms of the age level;
- mode and availability of transportation; and,
- cost.

Additionally, the School Board requires that:

- A. Parents will be informed in writing regarding school field trips in District. Parents must provide written permission for out-of-district field trips.
- B. All trips must be within budgetary allotments for such purpose.
- C. Private transportation provided by teachers or parents should be avoided. School bus transportation may be used when arrangements can be made to do so without disrupting regular school bus schedules.
- D. Supervision will be provided to maintain discipline on the trip.
- E. All athletic events and extra-curricular activities must have advance approval of the Superintendent.
- F. All out of state or out of country field trips must be reviewed by the M.S.A.D. #12 Board of Directors prior to approval of the field trip request forms.

Cross Reference: EEBB—Use of Private Vehicles on School Business  
JK—Student Discipline

**Adopted: December 11, 2002**

**Revised: December 12, 2006**