## HAMPTON TOWNSHIP SCHOOL DISTRICT

SECTION: PROGRAMS

TITLE: FIELD TRIPS

ADOPTED: February 18, 2004 REVIEWED: January 5, 2009 REVISED: March 8, 2010

	121. FIELD TRIPS
1. Purpose SC 1361	The Board recognizes that field trips, when used for teaching and learning integral to the curriculum, are an educationally sound and important component of the instructional program of the schools. Properly planned and executed field trips can:
	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.
2. Definition	For purposes of this policy, a 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.
3. Authority SC 517, 1361	The Board authorizes local area field trips offered during school hours, which are included in approved planned instruction, subject to the building principal's approval. All field trips outside the metropolitan Pittsburgh area and/or overnight field trips must be recommended by the building principal and individually approved by the Superintendent, and reported to the Board in a timely fashion.
	Students on field trips remain under the supervision and responsibility of this Board and are subject to its rules and regulations.

	The Board does not endorse, support nor assume responsibility in any way for any district staff member who takes students on trips that have not been approved. No staff member may solicit district students for such trips within district facilities or on district grounds without permission from the Superintendent.
4. Delegation of Responsibility	The Superintendent or designee shall prepare and implement procedures for operation of field trips, which shall be disseminated in faculty handbooks.
5. Guidelines	Field trips shall be governed by guidelines which ensure that:
	1. The safety and well-being of students will be protected at all times.
	2. Parental permission is sought and obtained before any student may participate.
	3. The principal approves the purpose, itinerary and duration of each proposed trip.
	4. Each field trip is properly planned, integrated with the curriculum, and followed up by appropriate activities that enhance its value.
	5. The effectiveness of field trip activities is monitored and evaluated continuously.
	6. Teachers, with the approval of the building principal, are allowed flexibility and innovation in planning field trips.
	7. No field trip will be approved unless it contributes to the achievement of specified instructional objectives.
School Code 517, 1361	