

School District of Lodi
Educational Field Trips

No. 352
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The Board of Education recognizes that field trips are a valuable educational tool. These enhance our students' educational experience, provide opportunities for social growth and development, and are considered an extension of the classroom. The purpose of this policy is to set guidelines, and to govern the costs associated with field trips.

Field Trips are defined for the purposes of this policy, as any excursion, outing, or other school sponsored activity including co/extra-curricular events, that takes place away from School District of Lodi property. Travel between district facilities is not considered a field trip.

Field Trips require prior approval of the District Administrator or designee following the procedures for this policy.

Extended field trips (defined as trips that require students to be away from home overnight) require prior approval from the Board of Education. Exception to this provision may be made in the case of competitive events (championships, etc.) where opportunity for participation could not be known prior to the preceding regular Board of Education meeting. If such exception is warranted, the District Administrator may grant permission and shall report this action at the next board meeting.

The District Administrator shall maintain a record of field trip requests.

Field trip supervisors and chaperones shall arrange and conduct all field trips according to the procedures for this policy, other applicable board policies, and guidelines provided by appropriate district supervisory personnel.

Students are expected to conduct themselves according to all rules, regulations, and code of conduct provisions that apply at school district facilities and to represent the School District of Lodi in a positive way. Inappropriate student conduct may result in the student being sent back to school or home at the student or parent's expense.

Written approval of a parent/guardian is required for student participation in any field trip.

Students shall not be permitted to drive private or school owned vehicles on field trips.

Field trips are defined with specific provisions applying as follows:

Curricular Field Trips:

Curricular field trips shall be directly related to state standards, district standards, and/or the learning goals and objectives of the class or activity requesting the field trip.

No student shall be exempt from participating in a curricular field trip unless it can be shown that the student's participation would present a significant safety hazard to him or herself or to others involved in

the field trip, or if the parent/guardian denies permission for participation, or if the District Administrator or designee determines that a students' attendance at curricular field trip would interfere substantially with the students' other academic responsibilities. An appropriate educational experience and proper supervision will be supplied for any student that does not participate in a curricular field trip under this provision.

Enrichment Field Trips:

Enrichment field trips shall provide educational opportunities beyond those available in the regular curriculum. Enrichment field trips shall be voluntary. Non-participation shall not detract from a student's ability to take part in or succeed in curricular activities, nor shall it affect a student's grades.

Enrichment field trips should not cause students to miss scheduled class time during the regular school day. The Board understands that participants do not always control event schedules; therefore, exception may be made when there is no reasonable way to avoid students missing class time. However, the number of exceptions should be limited.

The District Administrator shall provide a report to the Board of Education at the end of each semester detailing the number and nature of enrichment field trips that occurred all or in part during the school day.

Students who decline to participate shall be provided an appropriate educational experience and proper supervision during the class time his/her classmates are participating in an enrichment field trip.

Field Trip Funding

Fees may not be charged for participation I field trips except as specifically allowed by board policy and state law. No student shall be denied participation in a curricular field trip due to financial need.

Legal Reference: s.120.13(1)

Cross Reference: Rule – Student Travel Procedures for Field Trips
Student Fund Raising Policy #374