

SCHOOL DISTRICT OF WAUPACA

SERIES 352 INSTRUCTION

CODE: 352

FIELD TRIPS

Learning experiences take place in many settings. The school is an important learning setting. However, there are a vast quantity and variety of learning resources that exist outside the walls of the school.

Field trips, when properly carried out, supervised and integrated into the educational program, may provide students with the kind of firsthand knowledge that often cannot be gained in the classroom setting.

Field trips are classified as follows:

Class 1

Field trips scheduled during the day and approved by the building principal. The cost of the field trip must be budgeted for and identified in the current building level budget or funding may be subsidized by fundraising and/or donations and/or student fees.

Class 2

Academic or athletic field trips requiring overnight accommodations, are approved by administration, and meet one of the following two definitions:

- a. A contest in which Waupaca students earn the right to compete at the conference, regional, state or national level. The nature of this type of field trip does not allow for the District to budget for specific events. Therefore, approval will depend on the ability of the budget to accommodate the request.
- b. A contest scheduled by the administration. The cost of the field trip must be budgeted for and identified in the current building level budget or funding may be subsidized by fundraising and/or donations.

Class 3

Overnight trips, extended field trips, or contests which are voluntarily solicited or requested by the contest authorities, or by School District of Waupaca personnel. This heading could include such trips as trips to foreign countries, music contests, or other curricular or extra-curricular related trips which are not part of a sequential contest or format. Funds will be raised outside of the School District budget and travel will be approved by the Board of Education.

Field trips which cannot be classified shall require Board approval prior to attendance.

ADOPTED:

REVISED:101293, 111103

REVIEWED:

LEGAL REFERENCE:

CONTRACT REFERENCE:

CROSS REFERENCE:

The School District of Waupaca does not discriminate on the basis of sex, race, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional or learning disability.