M.S.A.D. #49

(Formally IICA)

FIELD TRIPS AND EXCURSIONS

The M.S.A.D. #49 school board recognizes the educational value of field trips which are correlated with the instructional programs. Trips at school expenses will be limited to those established in curriculum guides or demonstrably supporting the curriculum and approved by the administration.

Students participating in field trips and other school-sponsored trips must conduct themselves in a manner consistent with board policies and school rules. Students who violate board policy or school rules will be subject to disciplinary consequences.

Administrative Directive

- A. Principals must consider the following when contemplating recommending approval of the trip:
 - 1. Value of trip as an educational experience
 - 2. Responsibility of teacher involved
 - 3. An appropriate number of chaperones
 - 4. Number of students affected
 - 5. Cost of trip
- B. Combinations may be made to reduce the number of buses and runs.
- C. Trips may use buses from the morning and evening runs.
- D. Any deviation from the above three rules may be approved by the superintendent.
- E. Additional trips may be arranged at no cost to the district, using district and/or chartered buses.
- F. In the event of budget restrictions, the superintendent may impose such limitations to the above as he/she feels appropriate.
- G. Out-of state field trips using district-owned vehicles will not normally be approved. Out-of state trips using contracted vehicles are permitted at no cost to the district with approval of the superintendent.
- H. All out-of-state trips must be accompanied by chaperones as approved by the administration.
- I. Trips sponsored by clubs and/or organizations must be approved by the superintendent on recommendation of the principal and under such conditions that the superintendent deems necessary.

Cross Reference: EEAD – Special Use of School Buses

Approved: February 6, 2014