

2340 FIELD TRIPS

The Board of Education recognizes that field trips properly planned and integrated with the curriculum are an educationally sound and important part of the program of the schools that can supplement and enrich classroom instruction by providing learning experiences in an environment outside the schools.

For purposes of this policy, a field trip means any journey by a group of students away from the school premises, under the supervision of a teacher, and integrally related to an approved course of study.

All field trips shall first be approved by the building principal. The principal shall forward the approval to the transportation department for scheduling of the appropriate vehicles. The Superintendent or designee shall give final approval to all field trips.

The Board may authorize field trips for which all or part of the costs are borne by the students' parents or legal guardians, except that no student in a special education class or student unable to pay the cost assessed shall be prohibited from attending a field trip.

The determination of a student's inability to pay will be primarily based upon the student's eligibility for free and reduced meals in accordance with Board Policy No. 8540. The principal shall have the discretion to make the final determination of need.

Students on field trips remain under the supervision of this Board and are subject to its rules and regulations.

A student who violates rules or disregards the authority of supervisors on a field trip significantly endangers the safety of other students and may be summarily dismissed from the trip. The teaching staff member in charge will make arrangements for the dismissed student's transportation to home or school as appropriate. The cost of any such transportation will be borne by the parents or legal guardians of the student. The Board reserves the right to take further disciplinary measures in accordance with Policy No. 5600.

The Superintendent or designee shall prepare regulations for the operation of field trips that insure that the safety and well-being of students shall be protected at all times; that parental permission is sought and obtained before any student may be removed from the school district for a field trip; that each field trip is properly planned, integrated with the curriculum, and followed up by appropriate activities that enhance its usefulness; that the effectiveness of field trip activities are monitored and continually evaluated; that teachers are allowed a considerable degree of flexibility and innovation in planning field trips; that



no field trip will be approved unless it contributes to the achievement of specified instructional objectives; and that teachers are not permitted to make on-site alterations to a trip itinerary, except where the health, safety or welfare of students is imperiled or where changes or substitutions beyond the control of the teacher have frustrated the purpose of the trip.

N.J.S.A. 18A:36-21 et seq.; 18A:53-2

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