

Instruction

School-Sponsored Trips

The Board of Education recognizes that school-sponsored trips supplement and enrich the classroom, learning experience, lead to increased student achievement, and foster student engagement. The Board encourages field trips to reinforce and increase learning opportunities and to enhance District programs.

Field trips shall be conducted in connection with the District's course of study or school-related social, educational, cultural, athletic, school band, or other extracurricular or co-curricular activities. A field trip to a foreign country may be permitted to familiarize students with the language, history, geography, natural science, and other studies relative to the District's course of study. (Education Code 35330)

All trips involving out-of-state or over a 500-mile radius of Orange Unified School District and/or overnight travel shall require the prior approval of the Board. In the event a Board meeting is not timely, the Superintendent may approve/disapprove the trip and inform the Board. Other trips may be approved by the Superintendent or designee.

The principal shall establish a process for approving a staff member's request to conduct a school-sponsored trip. When planning trips, staff shall consider student safety, objectives of instruction, the most effective use of instructional time, the distance from school, District and student expense, and transportation and supervision requirements. Principals may exclude from the trip any student whose presence on the trip would pose a safety or disciplinary risk.

No field trip shall be authorized if any student would be excluded from participation because of a lack of sufficient funds. The Superintendent or designee shall coordinate with community groups to supply funds for students in need. (Education Code 35330)

The Board may approve the use of District funds for student expenses for in-state, out-of-state, or out-of-country field trips or excursions when permitted by law. In addition, expenses of instructors, chaperones, and other personnel participating in such trips, as well as incidental expenses for the use of District equipment during the trip, may be paid from District funds. (Education Code 35330)

Legal Reference:

EDUCATION CODE

8760 Authorization of outdoor science and conservation programs

32040-32044 First aid equipment: field trips

35330 Excursions and field trips/waiver of all claims

35331 Provisions for medical or hospital service for pupils (on field trips)

BP 6153(b)

- 35332 Transportation by chartered airline
- 35350 Transportation of students
- 44808 Liability when pupils not on school property
- 48908 Duties of pupils; authority of teachers

Adopted: (7-88 12-92 3-08) 2-18

ORANGE UNIFIED SCHOOL DISTRICT
Orange, California