

LUZERNE

INTERMEDIATE

UNIT #18

SECTION: PROGRAMS

TITLE: FIELD TRIPS

ADOPTED: NOVEMBER 20, 2002

REVISED: MAY 27, 2015

121. FIELD TRIPS	
1. Purpose	<p>The Board recognizes that field trips, when used for teaching and learning integral to the curriculum, are an educationally sound and important component of the instructional program. Properly planned and executed field trips can:</p> <p>Supplement and enrich learning by providing educational experiences in an environment outside the classroom. Arouse new interests among students. Help students relate school experiences to the reality of the world outside of school. Introduce community resources, such as natural, cultural, industrial, commercial, governmental, and educational. Afford students the opportunity to study real things and real processes in their actual environment.</p>
2. Definition	<p>For purposes of this policy, a field trip shall be defined as:</p> <ul style="list-style-type: none">-any trip by students away from school premises that is an integral part of approved planned instruction, is conducted as a first-hand educational experience not available in the classroom, and is supervised by an Intermediate Unit employee.-any planned travel activity that supplements or enriches the classroom curriculum.
3. Authority	<p>The Board shall</p>
SC 517	<p>{ } be informed of all field trips approved by the Executive Director or designee, upon the recommendation of the program supervisor. { } consider field trips included in planned instruction guides to have been approved in advance. All field trips not listed in the guides must be approved individually by the Board. { } approve annually a list of potential field trips. All proposed field trips not listed must be approved individually by the Board.</p>

<p>4. Delegation of Responsibility</p>	<p>Students on field trips remain under the supervision and responsibility of the Intermediate Unit and are subject to its rules and regulations.</p> <p>The Executive Director or designee shall develop administrative regulations for the operation of field trips.</p>
<p>5. Guidelines</p>	<p>Field trips shall be governed by guidelines which ensure that: The safety and well-being of students will be protected at all times. Permission of the parent/guardian is sought and obtained before any student may participate. The program supervisor and building administrator approve the purpose, itinerary and duration of each proposed trip.</p>
<p>Pol. 105</p>	<p>Each field trip is properly planned, integrated with the curriculum, and followed up by appropriate activities that enhance its value. The effectiveness of field trip activities is monitored and evaluated continuously. Teachers are allowed flexibility and innovation in planning field trips. No field trip will be approved unless it contributes to the achievement of specified instructional objectives.</p>
	<p><u>Administration Of Medication</u> The Board directs planning for field trips to start early in the school year and to include collaboration between administrators, program supervisors, teachers, nurses, parents/guardians and other designated health officials.</p>
<p>Pol. 103.1, 113</p>	<p>Decisions regarding administration of medication during field trips and other school-sponsored programs and activities shall be based on the student’s individual needs.</p>
<p>Pol. 210, 210.1</p>	<p>Medication shall be administered in accordance with applicable laws, regulations, Board policies and Intermediate Unit procedures.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 517, 914-A</p> <p>Board Policy – 000, 103.1, 105, 113, 210, 210.1</p>