

	<b>MURFREESBORO CITY SCHOOL BOARD POLICY</b>		
	Descriptor Term:	Descriptor Number:	Date Adopted:
	FIELD TRIPS	IS 9	4/79
Revision Adopted:		4/85; 7/99	

Field trips designed to stimulate student interest and inquiry and provide opportunities for social growth and development are considered appropriate extensions of the classroom. To the extent that they provide the most effective means for accomplishing general curriculum objectives of the Murfreesboro City Schools, field trips authorized by the principal and approved by the Director or designee on the standard system field trip form shall be Murfreesboro City School Board sanctioned field trips.

By September 15 of each year (August 15 for alternative calendar), each school shall submit to the Director a listing of proposed overnight or out-of-state field trips (including the annual sixth grade environmental trip). Such listing shall include sufficient information to demonstrate that the trips are educationally beneficial and necessary. The Director or designee will review the proposed trips and will indicate concurrence or non-concurrence as soon as possible after receipt of the listing. Should unplanned circumstances/opportunities arise during the year for such trips, the Director shall be notified immediately so that approval can be granted before substantial planning takes place. The Director will develop appropriate reporting forms to be distributed for these purposes.

Trips planned by parents or teachers for students during after-school hours which have not received the approval of the principal and the Director shall not be Murfreesboro City School Board approved field trips, even if information concerning the trip refers to a school by name or is made available in a school. No employee shall state or imply that a trip is an authorized field trip if it has not been approved in accordance with this policy. The Murfreesboro City School Board shall have no responsibility or liability for any trip which is not an authorized field trip.

To be educationally beneficial, a field trip requires thoughtful selection, careful advance preparation of the class, and opportunities for pupils to assimilate the experience during and at the conclusion of the trip. To this end, teachers and principals will be expected to consider the following factors in selection of field trips: (a) value of the activity to the particular class group or class groups, (b) relationship of the field trip activity to a particular aspect of classroom instruction, (c) suitability of the activity and distance traveled in terms of the age level, (d) mode and availability of transportation, and (e) cost.

Unusual opportunities and circumstances should exist when a principal agrees to authorize more than two (2) field trips per class group during a given academic school year.

In no case will a field trip interfere with the daily pupil transportation program.

All children shall be permitted to participate in a field trip regardless of handicapping conditions or personal financial limitations.