



## **Instruction**

### **School-Sponsored Trips**

All planned trips away from school grounds, including athletic trips and outdoor education programs are subject to this regulation.

Students must have written parental permission in order to participate in any trips off campus (Education Code 35350). Each trip requires written permission. Blank written permission is not acceptable. The district shall provide an alternative educational experience for students whose parents/guardians do not wish them to participate in a trip.

### **Safety and First Aid**

1. While conducting a trip, the teacher, employee or agent of the school shall have the school's first aid kit in his/her possession or immediately available. (Education Code 32040, 32041)

Any board member, superintendent, principal, teacher, instructor or school agent who willfully violates the provisions of Education Code 32040-32043) regarding first aid is guilty of a misdemeanor. (Education Code 32044)

2. Whenever trips are conducted in areas known to be infested with poisonous snakes:
  - a. The first aid kit taken on the trip shall contain medically accepted snakebite remedies.
  - b. The trip shall be accompanied by a teacher, employee or agent of the school who has completed a first aid course which is certified by the American Red Cross and which emphasizes the treatment of snakebites. (Education Code 32043)
3. Before trips of more than one day, the principal or designee shall hold a meeting for staff, parents/guardians and students to discuss safety and the importance of safety-related rules for the trip. For non-certificated adults who will assist in supervising students on the trip the principal or designee may also hold a meeting to explain how to keep appropriate groups together and what to do if an emergency occurs.

### **Supervision**

1. Students on approved trips are under the jurisdiction of the board and subject to school rules and regulations.



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2. Teachers or other certificated personnel shall accompany students on all trips and shall assume responsibility for their proper conduct.
3. The district shall not be responsible for supervising students who have parental/guardian permission to be transported to and from school activities by means other than school provided transportation.
4. Before the trip, teachers shall provide any adult chaperones who may accompany the students with clear information regarding their responsibilities.
5. Chaperones shall be 21 years of age or older.
6. Chaperones shall be assigned a prescribed group of students and shall be responsible for the continuous monitoring of these students' activities.
7. Teachers and chaperones shall not consume alcoholic beverages or use controlled substances while accompanying and supervising students on a trip.
8. When a trip is made to a place of business or industry the teacher shall arrange for an employee of the host company to serve as conductor.

### **Funding**

No student shall be prevented from making a trip because of a lack of sufficient funds. No trip shall be authorized if any student would be excluded from participation because of a lack of sufficient funds. (Education Code 35330)

### **Trip Approval**

1. Teachers planning a trip shall make a request in writing to the principal at least ten (10) days prior to the date desired. Whenever practical, an alternate date should also be listed. The purpose of the trip and its relation to the course of study shall be stated in the request.
2. The principal shall approve or disapprove the request and notify the teacher. If the trip is disapproved, the principal should state his/her reason(s).



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3. Principals may exclude from the trip any student whose presence on the trip would pose a safety or disciplinary risk.
4. Principals shall not approve activities, which they consider to be inherently dangerous to students or to pose unacceptable, unmitigated risks.

### **Trips Which Include Swimming or Wading**

1. No swimming shall be allowed unless the activity is directly related to the curriculum.
2. When wading in the ocean, bay, river or other body of water as part of a planned, supervised outdoor education activity, teachers shall provide for a number of chaperones to exceed the normal one (1) to ten (10) ration and shall instruct both chaperones and students of the real and potential risks inherent in such activities and the precautions necessary for their safety.
3. The governing board does not approve of class or group swimming parties at other than pools operated by the City of Stockton, the YMCA or Micke Grove County Park.
4. The governing board does not approve of class or group social events that include swimming or other water activities at swimming clubs, private pools or other locations where qualified lifeguards are not in attendance.
5. Requests to host social activities which may include swimming or other water activities, i.e., boat rides, etc. must be submitted to the governing board for approval and must affirmatively state that a currently qualified lifeguard other than a participant will be present at all times. Such affirmation must show that lifeguard service will be provided at the ratio of one to each 32 pupils participating.
6. For all activities in pools operated by the district at the senior high school campus, including practice sessions for members of competitive aquatic teams, a coach or Physical Education teacher having a current lifesaving certificate must be present.
7. It is the expressed policy of this governing board to disapprove of the conduct of any activity in a district-owned and operated pool unless a qualified certificated staff member is present throughout the time of the activity. Qualified for the purposes of this policy shall mean possession of a current lifesaving certificate.