



Instruction

School-Sponsored Trips

The governing board recognizes that school-sponsored trips are important components of a student's development. Besides supplementing and enriching classroom learning experiences, such trips encourage new interests among students, make them more aware of community resources and help them relate their school experiences to the outside world. The board believes that careful planning can greatly enhance the value and safety of such trips. All field trips are subject to available transportation and funding sources.

(cf. 1321 Solicitation of Funds from and by Students)
(cf. 6145 Extracurricular and Cocurricular Activities)

Education Code 35330 states that a school may not use school district funds to pay student expenses for out-of-state trips. Education Code 35330 does, however, allow the use of district funds for the expenses of instructors, chaperones or other staff participating in a trip as well as for all incidental expenses for the use of district equipment during the trip.

All trips involving travel outside the continental United States shall require the prior approval of the board. The associate superintendent of educational services or designee may approve other trips.

Principals shall ensure that teachers develop plans that provide for the safety of students and their proper supervision by certificated staff on all school-sponsored trips. Other school employees and parents/guardians also may participate in this supervision and may be asked to attend preparatory training sessions and/or meetings.

Education Code 35330 requires students on school-sponsored trips to be supervised by certificated district employees. The ratio of adults to students on school-sponsored trips shall depend on the nature of the activity.

(cf. Handbook on Field Trip Procedures, SUSD)

Study Trips

Trips taken during the school day and requiring the entire day or longer must be directly related to academic or vocational instructional programs and not be feasible on other than school days.

In advance of a study trip, teachers shall determine educational objectives that relate directly to the curriculum. Principals shall ensure that teachers develop plans that provide for the best use



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of students' learning time while on the trip. Teachers also shall provide appropriate instructional before and after the trip.

Performance or study trips may not exceed five (5) consecutive school days. The total number of days for students to be excused from school for performing or study trips may not exceed ten 10) days for any school year.

Field trips and out-of-district transportation of students in the private vehicles of district or non-district employees must have the final approval of the associate superintendent of educational services. This approval must be obtained in advance of students being transported.

Legal Reference

EDUCATION CODE

8760 *Authorization of outdoor science and conservation programs*

32040 *Duty to equip school with first aid kit*

32041 *Field trips*

32043 *Snakebite kits on field trips*

32044 *Violations*

35330 *Excursions and field trips*

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

35332 *Transportation by chartered airline*

35350 *Transportation of students*

44808 *Liability when pupils not on school property*

48908 *Duties of pupils; authority of teachers*

Replaces BP 504 (4/78) and BP 543 (1/79)