

Field Trips, Excursions and Outdoor Education

A field trip is defined as travel away from school premises, under the supervision of one or more staff members, for the purpose of affording students a direct learning experience not available in the classroom. A trip is considered “school-sponsored” when the trip is planned at the school, the school is being used to advertise the trip, and/ or a teacher or other staff member is using his/her position as a public school employee to gain access to students to recruit and plan for a trip.

The superintendent will develop procedures for the operation of a field trip or an outdoor education activity which will ensure that the safety of the student is protected, that all students are allowed to participate to the extent reasonably possible, and that parent permission is obtained before the student leaves the school.

Field trips that take students out of the state or keep students out of the district overnight must be approved in advance by the board. Outdoor education resident school plans will be presented to the board for annual approval. The superintendent has the authority to approve all other field trips.

No staff member may recruit students for any privately arranged field trip.

Cross References: Board Policy 3520 Student Fees, Fines, or Charges
Board Policy 6625 Private Vehicle Transportation

Legal References: RCW 28A.330.100(5) Additional powers of board
RCW 67.20.020 Parks, bathing beaches, public camps — Contracts for cooperation
WAC 181-87-090 Improper remunerative conduct

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