

## **Terrell ISD Student Overnight Stay Policy**

The following procedures must be in place before students and sponsors are allowed to take overnight trips.

1. Trip must be approved by campus Principal and Superintendent or designee. Out of state trips must be approved by the Board of Trustees.
2. Sponsors for supervision must be school employees, who may be accompanied and assisted by parents.
3. The following items must be presented to the campus Principal prior to leaving:
  - a. Schedule and itinerary for entire trip.
    - Times of events
    - Location of motel/hotel – information should include a list of room assignments. When reserving rooms emphasis should be placed on having boys and girls on different floors.
    - Phone number of motel/hotel.
    - Flight information if applicable
  - b. List of students, sponsors and chaperones going on trip.
  - c. Eligibility roster.
  - d. Schedule and itinerary to parents.
  - e. Permission slips signed by parents, including emergency contact numbers.
  - f. Copy of any pertinent information that is given to students.

# ***Terrell Independent School District Overnight Trip Approval Form***

**Group Requesting Trip** Terrell HS FFA Officer Team

**Dates of Planned** October 20 - 24, 2026

**Trip Destination of** Indianapolis, Indiana

## **Trip Purpose of Trip**

Attending the 99th National FFA Convention & Expo to provide students with an extended learning experience through leadership development, career exploration, agricultural education, industry exposure, and college/career readiness activities. These experiences directly support rigorous, applied learning beyond the classroom.

*Kirsten Watson*

09/11/2026

Teacher/Sponsor Signature

Date

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Principal

Approved

Not Approved

Date

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Superintendent or Designee

Approved

Not Approved

Date