# CHELSEA SCHOOL DISTRICT FIELD TRIP REQUEST FORM

The Chelsea Board of Education, through its policies, has established rules regarding field trips. Local trips under 75 miles from school are to be approved by the building principal. Trips between 75 miles and 200 miles, within the United States, must be approved by the building principal and the Superintendent. **All overnight out-of-state trips, trips greater than 200 miles from the school, trips outside of the United States, and trips including a Sunday must be approved by the Board.** Trips requiring Board approval are to be submitted at least 30 days before the scheduled trip, and allow the Board two regularly scheduled meetings for consideration; and prior to confirming with students and parents that the trip will occur.

| | |
|---|---|
| **Teacher/Sponsor Name:** Jason Murphy | **Group Name:** CHS Girls Soccer |
| **Destination:** Hilton Head, SC | **Mileage One-Way (required):** 883 Miles |
| **Date(s) of Field Trip:** 3/28/2020-4/4/2020 | |
| **Departure time:** 6am | **Return time:** 8pm |
| **Instructional objective and purpose of the trip:** To train and bond as a team. | |
| **Cost of the trip:** $500 per student | |
| **How will students be transported?** Parent transport or van | |
| **Number of students attending:** 14 | |
| **Names of Chaperones (a 1:8 ratio is required):** Jason Murphy, Bill Loveday, Kim Kowalski, Dana Durst, Daryl Kuebler | |
| **Will substitute teacher(s) be required?** ☐ yes ☒ no<br>**If yes, how many?** | |
| **Are there scholarship opportunities available?** ☒ yes ☐ no<br>**If yes, explain.** Private Donations Team Funds | |
| **Does the trip involve a Sunday?** ☐ yes (NO)<br>**If yes, what provisions have been made for students who wish to attend religious services?** | |

| Principal Approval (under 75 miles) | Superintendent Approval (75-200 miles, within US) | Board Approval (over 200 miles; overnight Out-of-state or country; and incl. Sun.) |
|---|---|---|
| ☒ yes ☐ no | ☒ yes ☐ no | ☐ yes ☐ no |
| signature | signature | signature |
| Date 10/15/19 | Date 10/21/19 | Date |

Updated 2015