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 prior to confirming with students and parents that the trip will occur.

Teacher/Sponsor Name: JEFF CONNELLY	**Group Name:** CHELSEA SOFTBALL
Destination: ISLE OF PALMS, SC	**Mileage One-Way (required):** 850
Date(s) of Field Trip: 03/22/19 – 03/30/19	
Departure time: 8:00 PM	**Return time:** 6:00 PM
Instructional objective and purpose of the trip: SPRING PRACTICE + TEAM BUILDING	
Cost of the trip: 500.00 PER PERSON	
How will students be transported? GOTAWAY TOURS	
Number of students attending: 26	
Names of Chaperones (a 1:8 ratio is required CARLEY WOOSTER, SCOTT & CASEY WOOSTER JEFF CONNELLY, JOHN DANIELS, CHRIS DEFAULT	
Will substitute teacher(s) be required? ☐ yes ☑ no **If yes, how many?** 1	
Are there scholarship opportunities available? ☑ yes ☐ no **If yes, explain.** PRIVATE DONATION	
Does the trip involve a Sunday? ☑ yes **If yes, what provisions have been made for students who wish to attend religious services?** PLAYERS WILL BE RELEASED TO PARENTS 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 1/9/19	Date	Date