

CHELSEA SCHOOL DISTRICT FIELD TRIP REQUEST FORM

The Chelsea Board of Education, through its policies, has established rules regarding field trips:

- A. Trips under seventy-five (75) miles away from the school must be approved by the principal responsible for the teacher/program requesting the trip.
- B. Trips greater than seventy-five (75) miles away from the school, all overnight trips, trips including a Sunday, and all out-of-State trips, must be approved by the principal and Superintendent.
- C. All trips outside the United States and trips that require students to miss five (5) or more days of classroom instruction must be approved by the Board. Requests are made to the supervising principal. The Superintendent shall provide a recommendation to 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: Matt Pedlow		Group Name: Europe 2026 Trip	
Destination: Ireland, Scotland, England, France		Mileage One-Way: 3,480	
Date(s) of Field Trip: 7/23-8/03/2026			
Departure time: Haven't been told yet		Return time: Haven't been told yet	
Instructional objective and purpose of the trip: Get kids to travel in Europe and see the sites they have learned about in their Turning Points and other social studies classes <small>Attach any supporting documents</small>			
Cost of the trip: \$5,500			
How will students be transported? Plane, bus, train, and ferry <small>Click HERE for Staff Only CSD site for Transportation</small>			
Number of students attending: 25			
Names of Chaperones (a 1:8 ratio is required): 5			
Will substitute teacher(s) be required? No Click here			
If yes, how many?			
Are there scholarship opportunities available? No			
If yes, explain.			
Does the trip involve a Sunday? Yes			
If yes, what provisions have been made for students who wish to attend religious services? <small>They will have ample opportunities for church services</small>			
Principal Approval (under 75 miles) <i>Amanda Clor</i> <hr/> Signature Date 05/07/2026	Superintendent Approval (over 75 miles, within US) <i>Michael J. Kapolka</i> <hr/> Signature Date 05/08/2026	Board Approval (out of country and over 5 days out of school) <input type="checkbox"/> yes <input type="checkbox"/> no <hr/> Signature Date	