

Document Status: Draft Update

INSTRUCTION

6:240 Field Trips

Field trips are encouraged when the experiences are a part of the school curriculum and/or contribute to the Cooperative's educational objectives.

All field trips must have the Executive Director or designee's prior approval, except that field trips beyond a 200-mile radius of the school or extending overnight must have the prior approval of the Board. The Executive Director or designee shall analyze the following factors to determine whether to approve a field trip: educational value, student safety, parent concerns, heightened security alerts, and liability concerns. On all field trips, a bus fee set by the Executive Director or designee may be charged to help defray the transportation costs.

Parents/guardians of students: (1) shall be given the opportunity to consent to their child's participation in any field trip, and (2) are responsible for all entrance fees, food, lodging, or other costs, except that the Cooperative will pay such costs for students who qualify for a fee waiver under Board policy 4:140, *Waiver of Student Fees* free or reduced school lunches, **PRESSPlus1**. All non-participating students shall be provided an alternative experience. Any field trip may be cancelled without notice due to an unforeseen event or condition.

Privately arranged trips, including those led by Cooperative staff members, shall not be represented as or construed to be sponsored by the Cooperative or school. The Cooperative does not provide liability protection for privately arranged trips and is not responsible for any damages arising from them.

LEGAL REF.:105 ILCS 5/29-3.1.

CROSS REF.:4:140 (Waiver of Student Fees), 7:10 (Equal Educational Opportunities), 7:270 (Administering Medicines to Students)

~~ADOPTED: June 5, 2013~~

PRESSPlus Comments

PRESSPlus 1. Updated for continuous improvement. **Issue 98, May/June 2018**