

FILE: IICA

MEDFORD AREA PUBLIC SCHOOL DISTRICT

DATE ADOPTED:	April 15, 1980	FILE SECTOR:	INSTRUCTION
DATE REVISED:	February 15, 1993	POLICY TITLE:	FIELD TRIPS
DATE REVISED:	December 20, 2001		
DATE REVISED:	May 17, 2007		
DATE REVISED:	December 19, 2013		
DATE REVISED:	April 27, 2020		

Medford Area Public School District (MAPSD) recognizes and encourages field trips and outdoor activities for educational benefits. Field trips should be of an educational nature, pertaining to specific elements of the curriculum.

Specific groups may request to take students on a field trip for purposes other than a strictly educational nature, such as, rewards for good performance, sports activities, etc.

Out of state or trips to foreign countries shall be conducted as described in policy IICAA.

CROSS REFERENCE: EEA, EEBA IICA-R, IICAA, IICAA-R, JFCG, JFCH & JFCHA, KGC-R
LEGAL REFERENCE: 121.54(7) & 895.437 Wis. Stat.

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POLICY TITLE: FIELD TRIPS

- All requests for student field trips are to be submitted to the building principal for prior approval. The principal must ensure that all trips have proper chaperoning, that written parental permission is obtained where required, and that the trip will not interfere in the total educational program of their building. Field trips may be approved within the limitations imposed by the budget.
- All transportation for field trips shall be arranged through the principal. Students will not be allowed to use their own vehicles or to provide transportation for other students on a school sponsored field trip unless requested to do so by administration and upon verification of insurance. A roster of participating students must be left with the administrator granting approval.
- Overnight in-state trips must be chaperoned by an employee(s) of MAPSD. Their name and the name(s) of any other personnel who accompany the group must be provided to the building principal(s) and activities director where applicable prior to approval.
- Sponsors and traveling supervisors are required to take actions which prevents the possession, consumption or use of alcoholic beverages, tobacco products and controlled substances or controlled substance analogs.
- All participants are expected to abide by BOE policies regarding conduct and discipline.
- No staff member promoting school sponsored trips may receive for their personal benefit anything of value, including a free or reduced price trip from any person other than their employing school district as a result of their involvement in the trip and/or arrangements for the trip. Any free or reduced price trips, refunds, rebates or discounts that result from the trip or its promotion become the property of MAPSD to be disposed of as provided in policy and/or administrative procedures. The building principal may provide the promoting staff member with any free or reduced price travel in return for chaperoning or supervisory responsibilities.