

FIELD TRIP REQUEST FORM

Please complete the following form in its entirety.

Name of person making request: _____

Name of Field Trip: _____

Date of trip: _____

Is this field trip an optional activity for students? YES ____ NO ____

If **YES**:

What is the educational relevance of the trip, the trip content and how does the trip enhance your curriculum?

If **NO**:

Please explain why this trip is a required part of your curriculum.
List the educational objective(s) that will be achieved as a result of the trip.
Please outline, in detail, all costs associated with the trip.

Mandatory Trip:

Is student attendance required? YES ____ NO ____

Is student's grade or part of the grade
dependant on the student's attendance? YES ____ NO ____

Alternate Assignments must be provided for those students unable to attend the field trip.

Return form to: **Building Principal**, *three weeks* prior to trip.

Adoption date: July 8, 2008