

# Washington West Supervisory Union Model Policy

## Policy G3

### G-3: FIELD TRIPS

#### Policy

It is the policy of the member district schools of the Washington West Supervisory Union: Fayston Elementary School, Harwood Union High School, Moretown Elementary School, Waitsfield Elementary School, Warren Elementary School, and Waterbury/Duxbury Union School District (Crossett Brook Middle School and Thatcher Brook Primary School) that the board endorses the use of field trips as extensions of classroom experiences. The objectives of this policy are to (1) ensure the safety and well-being of students and chaperones, and (2) establish a uniform set of procedures that govern the field trip approval process.

#### Implementation

The principal shall develop procedures to ensure that pre-trip planning, application process, and trip implementation are in compliance with this policy, which addresses the following considerations:

1. Trip leader designation and responsibilities;
2. Obtaining necessary forms and documents;
3. Anticipated learning outcomes;
4. Reasonable cost to students as allowed by law;
5. Supervision needs and chaperone approval;
6. Trip leader and required chaperone costs, when appropriate;
7. Transportation;
8. Emergency procedures; requirements for water activities;
9. Need for board approval such as overnight, out of state, and international trips;
10. Post-trip requirements.

The superintendent retains the right to rescind approval of trips when, in his or her judgment, circumstances may jeopardize the safety of students and chaperones.

Date Warned: 5.28.2015  
Date Adopted: FES 6.11.15; HUHS 6.17.15; MES 6.8.15; WES 6.8.15; WS 6.16.15; W-D 6.9.15  
Legal Reference(s):  
Cross Reference: Curriculum Development (G1)