

## **Instruction**

### **Field Trips**

The Board encourages field trips when the experiences are an integral part of the school curriculum and contribute to the desired educational goals of the Cooperative. Student activities involving travel shall be authorized by the Executive Director or designee. The Executive Director or designee shall analyze the following factors to determine whether to approve a field trip:

1. All field trips shall be adequately supervised by staff members.
2. Parental permission must be obtained in writing when a field trip is planned.
3. Field trips beyond a 200-mile radius of the school or extending overnight must have the prior approval of the Operational Board.
4. 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 free or reduced school lunches. 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.: 7:270 (Administering Medicines to Students)

Adopted: 3/13/2000

Revised: 10/15/2012

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