

**INSTRUCTION****Field Trips**

The Board of Education recognizes the education value of field trips to complement the educational program offered to students in Coventry Public Schools. Student trips which have value in meeting educational objectives relative to school programs and which do not seriously interfere with the educational programs of students who must remain in school are encouraged, within budgetary limitations.

Academic and behavioral eligibility for attendance on a field trip will be determined by the students' teachers. Should a student's academic success be in jeopardy, a teacher may limit attendance on field trips. Students not attending a field trip and remaining in school will be provided with assignments related to the subject of the field trip.

Subject to budgetary limitations, school transportation vehicles of appropriate size, if available, can be used for all trips sponsored within the spirit of the above statement. Teachers or other certificated personnel shall accompany pupils on all district sanctioned field trips and shall assume responsibility for their supervision. Parents may be permitted to assist in such supervision with prior notice to and permission of the principal.

The parents/guardians of any student whose behavior is disruptive during the field trip will be contacted and will be responsible for bringing their child home from the field trip.

In determining the number of chaperones to lead a field trip, the location and length of stay should be a primary determining factor in this decision. Field trips within the state and of a length of no more than one school day, ten (10) students per one (1) chaperone is appropriate. Out of state field trips and those scheduled longer than for one day should have assigned no more than eight (8) students per one chaperone.

Teachers within a grade and within a school should coordinate the number of field trips for any grade level in any given school year so that students regularly attend scheduled classes within the school during the school year. All student field trips shall require prior written approval by the building principal and the Superintendent of Schools.

Any overnight and/or out-of-state field trip involving non-refundable fees must have prior approval from the Board of Education before any fees are solicited. The Board of Education must approve all overnight and/or out-of-state field trips.

The Board of Education will not be responsible for any field trip that is not approved in accordance with the procedures set forth in this policy.

**ADOPTED** 9/14/00

**REVISED** 06/12/08