

FIELD TRIPS

The division superintendent, designee, or Board will process requests for school sponsored field trips or other student activities involving travel (collectively “Trips”) in accordance with the following regulations:

1. Plans for the Trip will be approved by the principal before being submitted to the division superintendent, designee, or Board in accordance with established timelines.
2. Requests will be submitted on approved forms and must provide complete information requested.
3. School vehicles generally will be used for student transportation. Chartered buses may be hired when school buses are not available or it is deemed to be in the best interest of the students. Air services may be utilized upon approval.
4. If chartered buses are used, the teacher or sponsor will provide documentation that the charter bus company meets all laws and safety regulations and that the company provides adequate liability insurance coverage for all participants while on the chartered buses.
5. No student may be denied the privilege of participating in a school-sponsored field trip because of financial limitations.
6. Students are to be adequately chaperoned and appropriately as to gender.
7. Private vehicles may not be used to transport students.

Adopted: by the Bristol Virginia School Board on June 19, 2012.