

8460	Field Trips and Student Travel
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The Board of Education recognizes the value and desirability of providing experiences that require student travel to enhance the educational program of the school system. Field trips that add to the learning experiences of students are encouraged and may be permitted as fiscal conditions permit and with the approval of the Superintendent of Schools or his/her designee. Field trips must meet the following criteria:

- a. The field trip serves a worthwhile educational objective related to a unit of instruction or a recognized extracurricular activity in which the participating students are presently involved, consistent with the District's philosophy and goals of education.
- b. The benefits derived are proportionate to the time and expense required.
- c. The time duration of the field trip does not adversely affect the continuity of instruction for any students for whom a staff member participating in the field trip has instructional responsibility.
- d. Field trips which require a lengthy period of time away from the School District are to be scheduled where possible during a school recess. Fieldtrips that require students to miss several days of classes should include a plan for the completion of academic assignments. The Board of Education retains the right to approve all trips according to district policy and procedures and, specifically, of any overnight or out-of-state/country excursions before any commitments or arrangements are made.
 1. Overnight trips will only be approved for elementary age students under specific circumstances (e.g. winning a national academic competition that requires overnight travel) and will require background checks on all chaperones. Secondary staff members may petition the Board of Education for approval of overnight travel for specific grade levels or courses to participate in curriculum related excursions. Athletic teams will be approved for post-season competitions as determined by their success in competitions at the sectional and state level(s). All other teams, clubs and organizations will need to seek approvals at least six months in advance and as deemed appropriate by administrative procedures, before discussing with students or holding parent meetings.
 2. The Superintendent of Schools will determine the appropriate procedures for implementing the policy, and will specifically address the following areas:
 - i. Relationship to the curriculum

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- ii. Budget for the trip, including student fees, district budget items and fundraising proposals
 - iii. Transportation details, including justification for distance and costs
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 - iv. Supervision-specific staff/student ratios
 - v. Chaperones- selection criteria, screening of volunteers, and behavior expectations
- e. The field trip is not initiated for personal or commercial gain.
- f. Field trips are to be sponsored by the School District or an officially recognized school organization. On occasion, the School District may co-sponsor field trips with other governmental units or private non-profit organizations. Such field trips are to comply with this policy and are to receive prior approval from the Superintendent of Schools or his/her designee.

Adoption Date:07/10/2019