

Field Trip Instructional Plan

INSTRUCTIONS: Submit via the principal to the superintendent for approval at least six (6) weeks prior to the scheduling of an out-of-town field trip and three (3) weeks prior to the scheduling of an in-town trip which is not on the approve list.

I. IDENTIFICATION _____ Submitted by _____

A. Destination: _____

B. Departure: _____

Date Time

C. Return: _____

Date Time

D. Number of participating students: _____ Grade level(s) _____

E. Number of prior approved participating staff: _____

Name(s) _____

F. Is bus transportation needed? _____ Approximate number of miles round trip. _____

G. Are substitutes needed? _____

H. Will consent forms be secured from all parents? _____

II. INSTRUCTIONAL OBJECTIVES (Be specific. Include: prerequisites, proficiency level desired and measurement.)

III. ACTIVITIES

A. Preparation (How will the students be prepared for the trip as an instructional activity?)

VI. PRINCIPAL'S REMARKS:

Approved: _____ Not Approved _____

Signature Date

Comments: _____

VII. SUPERINTENDENT'S REMARKS:

Approved: _____ Not Approved _____
Signature Date

Comments: _____

