

Instruction**SCHOOL SPONSORED FIELD TRIPS**

The Yolo County Board of Education recognizes that school-sponsored trips supplement and enrich the classroom learning experience, lead to increased student achievement, and foster student engagement. The Board encourages field trips to reinforce and increase learning opportunities and to enhance district programs.

Field trips shall be conducted in connection with the County Office's course of study or school-related social, educational, cultural, athletic, school band, or other extracurricular or cocurricular activities. A field trip to a foreign country may be permitted to familiarize students with the language, history, geography, natural science, and other studies relative to the district's course of study. (Education Code 35330)

Requests for school-sponsored trips involving out-of-state, out-of-country, overnight travel shall be submitted to the Yolo County Superintendent of Schools or designee. The County Superintendent or designee shall review the request and make a recommendation to the Board as to whether the request should be approved by the Board.-All other school-sponsored trips shall be approved in advance by the site administrator.

The site administrator shall establish a process for approving a staff member's request to conduct a school-sponsored trip. When planning trips, staff shall consider student safety, objectives of instruction, the most effective use of instructional time, the distance from school, County Office, student expense, and transportation and supervision requirements. Site administrators may exclude from the trip any student whose presence on the trip would pose a safety or disciplinary risk.

No field trip shall be authorized if any student would be excluded from participation because of a lack of sufficient funds. The County Superintendent or designee shall coordinate with community groups to supply funds for students in need. (Education Code 35330)

The County Superintendent may approve the use of county funds for student expenses for in-state, out-of-state, or out-of-country field trips or excursions when permitted by law. In addition, expenses of instructors, chaperones, and other personnel participating in such trips, as well as incidental expenses for the use of district equipment during the trip, may be paid from county funds. (Education Code 35330)

SCHOOL SPONSORED FIELD TRIPS (Continued)

BP/SP 6153(b)

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
Bus. Code 17550-17550.30	Sellers of travel
Bus. Code 17552-17556.5	Educational travel organizations
Ed. Code 32040-32044	First aid equipment: field trips
Ed. Code 35331	Provision for medical or hospital service for pupils (on field trips)
Ed. Code 35332	Transportation by chartered airline
Ed. Code 35350	Transportation of students
Ed. Code 44808	Liability when students are not on school property
Ed. Code 48908	Duties of pupils; authority of teachers
Ed. Code 8760	Authorization of outdoor science and conservation programs

Management Resources

	Description
Website	U.S. Department of Homeland Security
Website	California Association of Directors of Activities
Website	American Red Cross

Cross References

Code	Description
5142	Safety
5142	Safety