

Emery County School District



Policy: IJOA-E1—Field Trip Request Form

Date Adopted: 7 September 1989
Current Review / Revision: 4 December 2002

Date of Application _____ Desired Date of Field Trip _____

[Try to Avoid Thursday and Friday Field Trips]

Teacher(s): _____

Grade/Class _____ Number of Students _____ Number of Chaperones _____

Names of Chaperones _____

Estimated Leaving Time _____ Estimated Return Time _____ Cost to Student (if any) _____

Destination _____

Educational Objectives

1. _____

2. _____

3. _____

Comments: _____

Principal's Approval _____ Date _____

Note: Upon approval, the principal will submit this form to the District Office for final consideration. The principal will also submit the electronic bus request form to the Transportation Department. Buses will not be scheduled until the Transportation Department receives final approval from the District Office.

District Supervisor Approval _____ Date _____