



Huron-Superior Catholic DISTRICT SCHOOL BOARD

FIELD TRIPS - FORM B

**APPLICATION FOR BOARD OF TRUSTEES APPROVAL
EXTENDED FIELD TRIP**

SCHOOL: _____

NAME OF TEACHER _____ GRADE _____

requests authorization to take his/her class to _____
(place or area)

Date of Departure: _____

Date of Return: _____

Number of Students: _____ Number of Staff: _____ Number of Adults: _____
(at least 1 required)

Note: Both male and female chaperones should accompany overnight trips with mixed student groups.

Means of Transportation: _____
(Under no circumstances are students to drive other students.)

**A detailed itinerary must be provided with this application.
The itinerary must outline the educational value of the field trip and list the curriculum
and/or Ontario Catholic School Graduate Expectations being met.**

Special provisions to provide for Universal Access: YES NO NOT REQUIRED

Note: The Principal confirms that all "Volunteers" have had a Criminal Records Check and a Vulnerable Sector Screening and that all students have out of province/country medical insurance for travel outside the province/country. The principal also confirms that all staff/chaperones are aware of Policy 5003 Field Trips and its accompanying Procedural Guidelines.

(Signature of Principal)

(Date)

AUTHORIZATION

This Extended Field trip is approved.

(Signature of Director)

(Date)

Distribution: The Principal will sign the form and send it to the Director of Education.

Once approved by the Board of Trustees, a copy will be sent to the Principal for his/her records.