

FIELD TRIP CLARIFICATION

1) **Lesson leading up to the field trip:**

2) **What the field trip will accomplish:**

3) **Follow-up from the field trip:**

SPONSOR'S APPLICATION FOR PERMISSION TO PLAN AN OFF-CAMPUS FIELD TRIP OR ACTIVITY

PALM BAY MAGNET HIGH SCHOOL Date: _____

To: Mr. Jud Kaminski Principal

From (Teacher): _____

Request is made for: _____
(Group/Class)

To be given permission for the following field trip/activity:

Instructional Objective: _____

Number of Students Involved: _____ Method of transportation: _____

Place or Destination: _____

Dates: From _____ To _____

Departure: Time: _____ Return Time: _____

Drivers of private vehicles have been informed of liability, have a current A+ background Screening, will use an appropriate vehicle per Board Policy 8660, have a valid Florida Driver's License and completed Statement of Insurance on Private Vehicles form: _____ YES _____ No
(If using private vehicle, please turn in with this form) (You must check one if using private vehicles)

Chaperones (List all names) _____
(There must be a ratio of one chaperone per ten students and all chaperones must be an A+ volunteer)

Accommodations (If required): _____

It is understood that Parent Permission and Responsibility Statements (permission slips) will be Obtained prior to starting the field trip/activity

Approved: _____ Date: _____
(Principal)

FOR FIELD TRIPS OR ACTIVITIES INVOLVING MORE THAN TWO (2) DAYS, WE MUST HAVE ASSISTANT SUPERINTENDENT APPROVAL

Approved: _____ Date: _____
(Assistant Superintendent)

FOR FIELD TRIPS OR STUDENT TRAVEL OUT OF THE STATE OF FLORIDA, MUST HAVE SCHOOL BOARD APPROVAL & BE TYPED

Approved: _____ Date: _____