

NORTH KINGSTOWN SCHOOL COMMITTEE  
POLICY MANUAL

**FIELD TRIPS**

**PURPOSE:**

This policy is established by the North Kingstown School Committee for the purpose of setting forth its expectations in regards to the utilization of Field Trips and Experiences as an integral part of the Department's overall educational program.

**PHILOSOPHY:**

The School Committee holds to the educational philosophy that field trips or field experiences are a valuable component of a student's overall education experience and encourages its use throughout the Department's educational program. Because of the expense and potential for safety considerations, the professional staff should use discretion, care and wise decision making in the utilization of this practice.

**POLICY STATEMENT:**

1. Student trips of significant educational value shall be encouraged and student trips of significant recreational value shall be permitted under rules established by the Superintendent and approved by the School Committee. The utilization of field trips shall take into consideration the following:
  - a. Student safety and proper care of school vehicles shall be primary considerations.
  - b. Any members of the faculty, parents, and/or sponsoring groups who may accompany the pupils shall strictly exercise proper supervision and control of the pupils as to their health and conduct.
  - c. The use and/or possession of tobacco products, alcohol or illegal drugs are strictly prohibited.
2. Transportation for trips of significant educational value, including those made as part of the established activities program, i.e., athletics, music etc., is free of cost to students only when School Department vehicles are used, budget permitting.
3. Transportation for trips of significant recreational value shall be provided for a fee set by the Superintendent according to the number of students traveling and the purpose, time and length of trip. Parental consent shall be obtained for each child involved in any field trip. If school buses are used on these trips, such trips must not conflict with the regular school transportation schedule.

4. Class trips, so-called, or excursions which require out of state travel and living quarters while away from home, if arranged, may take place while schools are in regular session, if approved by the Superintendent. The School shall pay no part of the expenses of such trips. The sponsors shall obtain parental consent for each pupil making a trip of this nature of the trip.
5. The School Committee or its representatives do not assume responsibility for supervision in whole or in part for any field trips that take place when school is not in regular session, i.e., during school vacations. Such responsibility will be assumed voluntarily by faculty who wish to do so outside their scope of employment.
6. All field trips scheduled during the school day regardless of means of transportation, i.e., North Kingstown buses, commercial buses, walking or private conveyance, require the approval of the Superintendent or his/her designee. The appropriate authorized transportation request needs to be on file in the transportation office.

Adopted: 4/8/57

Amended: 6/23/58; 10/28/80; 2/4/91; 6/5/95; 10/7/97; 1/20/98; 6/26/07