

**Field Trip Request For Approval Form**

Please Note: Written proposal and justification for Field Trips must be submitted to the principal for approval. Requests for out of state travel and/or late night/overnight travel must be approved by the School Committee at least six (6) months in advance.

|   |  |                              |   |  |
|---|--|------------------------------|---|--|
| Today's Date                                | 6/21/17  | Classes Participating        |   |  |
| Teacher                                     | Kelly Lawrence   |                              | 6 <sup>th</sup> - 8 <sup>th</sup> grade HMS Cross Country Team members will have the option to participate. The event is not mandatory. |  |
| Grade/Subject                               | Office of Family and Community Engagement/Ocean State Cross Country Invitational             |                              |   |  |
| Date of Field Trip                          | September 22, 2017   |                              |   |  |
| Site of Field Trip                          | Goddard Park, 1095 Ives Rd<br>Warwick, RI 02818  |                              |   |  |
| Time of Departure from the School           | 12:30PM  |                              |   |  |
| Time of Departure from the Field Trip Site  | 6:30PM   |                              |   |  |
| Estimated Time of Arrival Back at School    | 8:00PM   |                              |   |  |
| Type/number of Buses or Vans                | <input checked="" type="checkbox"/> Bus <input type="checkbox"/> Van<br>Number needed: TBD   |                              | Number of Students  | TBD based on number of students who register to attend   |
| Cost of Transportation/<br>Cost per student | Cost: # ____ X \$ ____ = ____<br>Cost per student: See below                                 |                              | Number of Teachers  | <ul style="list-style-type: none"> <li>• 3 Coaches</li> <li>• 1 Nurse (2 if the number of students registered exceeds 50)</li> </ul> |
| Cost of Admissions or Fees, Per Student     | Cost per student: See Below  | Number of Chaperones         | Office of Family and Community Engagement Staff (5 staff members. More if needed based on registrations)                                |  |
| Total Cost Per Student for Field Trip       | No additional cost to families as it is built into the cost of the HMS Cross Country Program | Total Number of Participants | TBD based on number of registrations  |  |

Field Trips – Educational Experiences.

Field Trips should be designed and planned as one of an array of multiple and varied opportunities for students to gain and apply knowledge and understanding of content, concepts, and skills. Field Trips should be educational, academic experiences which:

1. directly relate to the curriculum standards being taught
2. enhance learning
3. motivate and engage learners
4. enrich the curriculum
5. extend the learning
6. offer a source of facts and new learning materials not immediately available in the classroom or school.

Field Trips – Safe and Valuable Experiences.

In addition to the obligation to plan educationally sound field trips, is the serious obligation to ensure that all field trips are safe, secure, and viable learning experiences. Field Trips should be designed and planned to:

7. begin and end within the limits of the times that the children who are participating would usually be in session in school ensure safety
8. avoid potential risks
9. include a well-planned schedule of events
10. meet the learning needs, development levels, and learning profiles of students
11. include accommodations and/or modifications for those in need.

**Field Trip Proposal:**

The Office of Family and Community Engagement would like the HMS Cross Country Team to participate in the Ocean State Cross Country Invitational. If approved, students will be given the option to participate in the event. Based on the number of students who wish to participate, we will register a boys and girls team for the Middle School Division races.

**Relevance to Curriculum** (reference criteria above):

This is a wonderful experience for HMS students to engage with participants from surrounding schools and states. It is also an excellent opportunity that promotes physical activity and wellness.

**Plans for Involvement and Safety** (reference criteria above): Please see attached documents showing race schedules and event details. We will be traveling with 1 nurse (more if needed based on registrations) to ensure the health and safety of our students and staff.

|   |  |   |  |
|---|--|---|--|
| Signature of Teacher                              |  | Signature of Principal  |  |
| Date  |  | Date  |  |
| This will be placed on the _____ Committee Agenda |  | Date of School Committee Meeting: _____                                 |  |
|   |  | <input type="checkbox"/> Approved <input type="checkbox"/> Not Approved |  |



## MIDDLE SCHOOL RACES.

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**REGISTER MIDDLE SCHOOL TEAM ([HTTP://WWW.OCEANSTATEXC.COM/CAPTAIN/CAP](http://www.oceanstatexc.com/captain/cap))**

**MANAGE MIDDLE SCHOOL TEAM ([HTTP://WWW.OCEANSTATEXC.COM/CAPTAIN/LOG](http://www.oceanstatexc.com/captain/log))**

## Date:

Friday, September 22, 2017 (rain or shine) 3:45 p.m. – 6:30 p.m.

## Sanction:

Requested for all middle schools in RI, MA, and CT through the RI Principals' Committee on Athletics Grades 6-8

## Host Institution:

North Kingstown High School – North Kingstown, Rhode Island

## Directors:

Charlie Breagy, Anne Rothenberg, Bob Rothenberg - Meet Management by Downtown 5K, Inc.

## Contact:

Bob Rothenberg – 401-294-9946 or [help@oceanstatexc.com](mailto:help@oceanstatexc.com) (<mailto:help@oceanstatexc.com>)

## Course:

Goddard Park, 1095 Ives Road, Warwick, Rhode Island 02818. 2,000 meters (1.4 miles), grass and dirt paths, moderate hills, mostly flat.

## Directions:

From the North: Rte. 95 S to exit 9 (left-hand exit) onto Rte. 4 S. Immediately exit at Rte. 401/East Greenwich. Right at light onto 401/Division St. One mile curve right onto First Ave. Turn right at light onto Main St. One-half mile at light, turn left onto Old Forge Rd. Old Forge becomes Ives Rd. One mile to park entrance on left. From the South: Rte. 95 N to exit 8A/Rte. 2 S. At first light, turn left onto Rte. 401 E/Division St. Follow directions above.

## Entry Info:

All entries will be submitted on-line. Entries will close on Sunday, September 17, 2017 at 5:00 PM. A list of schools competing in each race will be posted by Wednesday, September 20 at 9:00 PM.

## Entry Fee:

\$60.00 Boys

\$60.00 Girls

Or \$10.00 per individual runner.

Once your entries have been registered on line and the entries close, your school is responsible for the entire entry fee. Adjustments will not be made for no-shows. Entry fees should be made payable to: "Downtown 5K, Inc." Entry fees may be mailed to: Bob Rothenberg, 229 Seabreeze Drive, North Kingstown, RI 02852.

## Meet Rules:

Guidelines provided by the National Federation of State High School Associations rule book. Please note in particular the articles dealing with uniforms and unsportsmanlike conduct. Coaches and other non-competitors are urged to stay off the runners' path in the woods. No bikes or other vehicles are permitted.

## Parking:

Park rangers will direct cars to ample parking available within the park. Buses will be allowed to drop off passengers and then follow directions to park in designated areas.

## Facilities:

Bathrooms and food concession available. T-shirts will be sold at the meet. No lockers or showers available at race site. Team tents/canopies permitted.

## Schedule:

All races will start on time. Please limit entries to those athletes who can finish within the allotted time for each race.

**3:45 Race 1** 7th Grade Girls

**4:10 Race 2** 7th Grade Boys

**4:35 Race 3** 6th Grade Girls

**5:00 Race 4** 6th Grade Boys

**5:25 Race 5** 8th Grade Girls

**5:50 Race 6** 8th Grade Boys

**6:10 Awards** Ceremony

## Awards:

Individual awards for the places 6-30 in each race will be distributed in the chute.

The top 5 individual awards and all team awards will be presented on the awards platform. All Races Awards to the top 30 individuals. Awards to the top 3 teams

## Reminder:

The schedule remains the same as last year. The order of events will be 7th graders, followed by 6th graders, followed by 8th graders.