

*Hanover Middle School***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	9/30/15	Classes Participating	Entire 8th grade
Teacher	Mr. Aaron DiGaudio		
Grade/Subject	Art 5-8		
Date of Field Trip	May 23-26 or June 6-9		
Site of Field Trip	Washington DC		
Time of Departure from the School	Sunday night @ 10pm		
Time of Departure from the Field Trip Site	Thursday @ noon		
Estimated Time of Arrival Back at School	Thursday @10pm		
Type/number of Buses or Vans	<input checked="" type="checkbox"/> Bus <input type="checkbox"/> Van Number needed: 3 or 4	Number of Students	130-199
Cost of Transportation/ Cost per student	Cost: Cost per student: \$900	Number of Teachers	10:1 ratio + 3 floaters
Cost of Admissions or Fees, Per Student	Cost per student: \$900	Number of Chaperones	10:1 ratio + 3 floaters
Total Cost Per Student for Field Trip	\$900 Includes bus, tour guides, access and permits for events, hotel, and all meals	Total Number of Participants	TBA

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.

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 Trips – Safe and Valuable Experiences.

Field Trip Proposal:

The 8th grade will be going on their second annual trip to Washington, DC. In addition to the historic, civic, and cultural sightseeing the 8th grade members of Band will be performing at the Lincoln Memorial.

Relevance to Curriculum (reference criteria above):

Discipline specific curriculum has been generated and employed by members of the 8th grade team along with 8th grade specialist teachers.

8th grade teachers and specialists have been hard at work connecting strands and building a foundation of understanding to create context for the experiences and discussions we will embrace while in DC. This trip will also give members of band a unique performance experience, playing outdoors at one of our nation's prominent memorials.

Plans for Involvement and Safety (reference criteria above):

All school rules are observed during the field trip. Students will be under direct adult supervision at all times. The tour company will provide security and hall monitors from 10pm-6am. There will be one adult chaperone for every 10 students, with at least 3 additional school chaperones, in addition to two company provided tour guides per bus. A school appointed nurse will chaperone and cover any medical issues as needed. All participants on the field trip are required to wear the concert dress clothing appropriate for performance, and this uniform will also help with identification of our performers.

Signature of Teacher		Signature of Principal	
Date	10/2/15	Date	10/2/15
This will be placed on the <u>10/14/15</u> Committee Agenda		Date of School Committee Meeting: _____ <input checked="" type="checkbox"/> Approved <input checked="" type="checkbox"/> Not Approved	