

FIELD TRIP PLANNING/APPROVAL FORM

Swim/Water/  
Requires Board  
Approval

Teacher: Figueron

Class or Group: 2<sup>nd</sup> Grade

Objective of Field Trip: Learn to Swim

Date(s) of Trip: 8 days

Time Leaving: Tues: 11 am Thurs 10:40 Time Returning: Tues: 1:30 Thurs: 1:10

Tuesdays and  
Thurs days  
April 23, 25, 30  
May 2, 7, 9, 14, 16

Destination: Lives Pool

Other places you may go during the Field Trip: Lives Park

Bus Required? Yes  No  # of students/staff 21 + 2 = 23

Parent Chaperones? Yes  No   
*If yes: Please submit list to office for verification of volunteer status*

Parent Drivers? Yes  No   
*If yes: Please submit list of drivers to the office for verification of insurance.*

School Lunches? (please notify kitchen at least 7 days prior to trip)  
Yes  No  #

Staff Attending Field Trip (subject to prior approval):  
\_\_\_\_\_

Requested by: Arthur Fig Date: 2/28/24  
Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
Board Approved: \_\_\_\_\_ Date: \_\_\_\_\_

- Important information:
1. Form must be completed by teacher and have final approval at least 10 days before the Field Trip
  2. Field Trips requiring Board Approval:  
~Overnight  
~ In, on or near water\*\*  
*Please check with office for deadline for board agenda*

\*\* Lifeguards are required for all swimming activities. Activities held at private pools, the owner of the pool shall provide a certificate of insurance, designating the district as an additional insured, for not less than \$500,000 in liability coverage. Staff shall determine supervisory responsibilities for all chaperones.

3. Refer to AR 6153 to ensure that all appropriate forms are completed.