

*NOTE: While Colorado school districts are not required by law to adopt a policy on this subject, CASB believes this sample contains the content/language that reflects "best practices." However, the district should consult with its own legal counsel to determine appropriate language that meets local circumstances and needs.*

## **Field Trips**

The Board recognizes that the first-hand learning experiences provided by field trips can serve as an effective and worthwhile means of learning. The Board encourages field trips that are part of and directly related to the school's educational program and will yield greater learning opportunities than other educational experiences.

Specific guidelines and appropriate administrative procedures shall be developed to screen, approve and evaluate trips and to ensure that reasonable steps are taken for the safety of the participants.

Determinations regarding the appropriateness of a field trip, necessary modifications and/or accommodations, and other matters concerning students with disabilities shall be made by the students' IEP or Section 504 team.

These guidelines and procedures shall assure that all field trips have prior administrative approval. The Board of Education shall be informed of all overnight trips.

Any field trip outside the state of Colorado must have prior Board of Education approval.

First Reading: June 18, 2014

Adopted: July 17, 2014

LEGAL REF.: C.R.S. 13-22-107 (*parental liability waivers*)

CROSS REFS.: EEAG, Student Transportation in Private Vehicles  
JJH, Student Travel