

SCHOOL-BASED DECISION MAKING

Policy Format

School HITE ELEMENTARY SCHOOL

Subject of Policy: Extended Trip Policy

Policy Statement

Overnight trips and/or performances extend classroom concepts and provide enrichment opportunities, while representing the school and district in the larger community. It is the goal of Jane Glass Hite Elementary to provide experiences to broaden student opportunities.

Students at Jane Hite have numerous opportunities to participate in extended trips. Students will be required to meet expectations in academics, behavior, and attendance. It is a privilege to have the opportunity to be involved in enrichment activities such as overnight trips, performances, and demonstrations. Different programs or classes have specific expectations that must be met.

Specifics include the following:

Academic Achievement

Student will be passing in all content areas and demonstrating effort to make improvement. Minimum expectations will be determined by the classroom teacher and will be included in any correspondence related to the trip.

Conduct

Students will make good decisions regarding daily school behavior. Suspension, two referrals, or repeated classroom behavior issues with frequent parent contact will result in removal from the trip. Situations involving extenuating circumstances will be left at the discretion of the principal.

Attendance

Student attendance must be regular and punctual.

Any student ill with fever or vomiting on the day prior to the trip may not attend. Students must be fever free for 24 hours per school attendance policy.

Parents and Chaperones

All trips must meet JCPS requirements of one chaperone for every ten students involving extended trips. An effort will be made to balance parent numbers from each homeroom.

Parents may be placed on a waiting list due to limited space, based on the date of their written interest. Chaperones must complete a background check to participate.

Fees:

Trips are open to all students. A limited number of scholarships may be available and will be awarded based on need. Trip participation may be limited due to space availability. Initial deposits or notes of interest will reserve student and/or parent placement on trip rosters up to the maximum capacity. Final rosters may be determined by a lottery system. Any person not selected will be placed on a waiting list based on the date that the deposit or interest letter was received.

Each teacher / sponsor will distribute selection process information with initial trip information that is sent home. Most trips will have limited capacity.

The reimbursement of fees will vary dependent upon the timeline or deadlines required for each trip. Some situations may result in the inability to provide reimbursement. Reimbursement information will be published along with all other initial trip information.

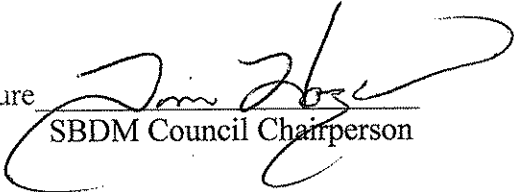
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Signature


SBDM Council Chairperson