

**Board Policy #2340 - FIELD AND OTHER  
CORPORATION-SPONSORED TRIPS  
OUT OF STATE/OVERNIGHT FIELD TRIP REQUEST**



**WHO:** MVMS 6th Grade Students

**WHAT:** Class Trip

**WHEN:** April 8, 2022

**WHERE:** Louisville, KY

**CHAPERONES:**

- Number of participants: approximately 225 students and 24 parents
- Number of staff working event: 11

*\*all chaperones will have a background check on file with MVCSC prior to departure or will be deemed ineligible to attend the trip*

**Tour Directors:** Imperial Travel

**TRANSPORTATION:** Motor Coach

**COST:**

- \$145.00/person based on a minimum of 48 people per motorcoach. 1 Comp. for every 25 paid. (4) 56 passenger coaches.
- \$25.00/person deposit due by December 1, 2021
- There will be a \$200.00 per motorcoach fully refundable damage/cleaning deposit. This amount will be refunded after your trip provided there is no extensive cleaning required or any damages.
- Full payment due by March 3, 2022.
- Cancellation

- Cancellation fees begin at the Science Center 3 weeks prior to trip. (\$10.00/person)
- The rest of the cost would require a 15-day advance notice to cancel without penalty.
- Cancellation less than 15 days prior would be non-refundable.
- Travel Insurance can be purchased for an additional cost.
  - \$25.00 per person for the Basic Plan
  - \$36.00 for adults for the Classic Plan (children 17 & under are free with paid parent).

**WHY:** Visit the Kentucky Science Center, Learn about Lewis & Clark, Visit the Louisville Slugger Museum

**MEDICAL RELEASES/PARENT PERMISSION ON FILE:** Medical information will be obtained and kept on file prior to the trip.

## **SAFETY AND SUPERVISION PROVISIONS:**

### **Masks and Safety Precautions**

- Masks will be required by all for travel on the bus as required by federal guidelines
- Masks will be required for all at all sites that require them
- Mask breaks will be provided
- On the bus, students will sit according to a seating chart
- During tours, students will stay with assigned groups
- Students will eat with assigned groups

### **Volunteers**

- Building administrators will submit a complete list of volunteers' 48hrs prior to the health clinic.
- Will be required to complete the MVCSC School Visitor Intake Form.
- Will be required to sign in to the Lobby Guard.
- Will be required to wear a mask when around children who are not their own
- Be willing to have their temperature taken upon entering the building (health clinic to administer).
- Stay home if anyone in their home has COVID-19 symptoms, has received a positive diagnosis or has a shared household member in quarantine.
- Should not volunteer for any activity if in the last 14 days you have:
  - Travel to any foreign country or large metropolitan city.
  - Been on a cruise or been in an airport.
  - Been around anyone who has COVID-19.

## **Logistics**

- A bus seating chart will be shared at least 5 days prior to the trip
- If a student gets ill on the trip, the student will be kept away from other students as much as physically possible
- Plan subject to change based upon change in health guidelines

## **Trip Itinerary:**

6:00AM Prompt Departure Breakfast stop at McDonalds.

9:30AM Approximate arrival to Louisville Zoo.

- \$10.00 food voucher included for lunch.

1:30PM Depart Louisville Zoo.

2:00PM Approximate arrival to Louisville Slugger Museum & Factory.

3:05PM Depart Louisville Slugger.

3:10PM Approximate arrival to Kentucky Science Center.

4:00PM 3D Movie - Lewis & Clark.

4:50PM Depart Science Center. 5:15PM Included dinner. Enjoy an included Dinner at Paristown.

6:30 PM Depart.

9:00 PM Approximate arrival to school.