

**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 14, 2023

**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:**

- \$195.00/person based on a minimum of 48 people per motorcoach.  
1 Comp. for every 25 paid. (5) 56 passenger coaches.
- \$1000.00 deposit due by October 3, 2022
- \$25.00/person deposit due by February 6, 2022
- Final payment due March 10, 2023
  - Cancellation penalties begin 30 days prior to the trip.
  - Cancellation less than 30 days prior would be non-refundable.

- 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.

**WHY:** Visit the Louisville Zoo, Visit the Louisville Slugger Museum & Factory, Kentucky Science Center

**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**

- 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
- 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.

### **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. - Box lunch at the Oasis Tent.

1:30PM Depart Louisville Zoo.

2:00PM Approximate arrival to Louisville Slugger Museum & Factory  
And Kentucky Science Center. Group will divide between two locations.

4:50PM Depart Louisville Slugger and Kentucky Science Center.

5:15PM Included dinner.

Enjoy an included catered dinner at 300 Spring located in Jeffersonville, IN.

6:30PM Depart.

9:00PM Approximate arrival to school.