



**FIELD AND OTHER CORPORATION-SPONSORED TRIPS
OUT OF STATE/OVERNIGHT FIELD TRIP REQUEST FORM
Board Policy #C500**

Date:

Name of Organization:

Dates of the Trip:

Location of the Trip:

Overnight Accommodation Information:

Name of Hotel:

- Address:
- How will students be accommodated?
- How will chaperones be accommodated?
- Other details:

Name of Tour Group/Travel Company if applicable:

- Contact Name from group:

Transportation:

(school buses must be within 200 miles of school unless other transportation is authorized)

Has a Transportation Bus Request been submitted and approved by Transportation:

Cost:

- Will the cost be paid by the organization or parents/guardians?
- In case of cancellation will refunds be made to parents/guardians?

Reason for the Trip: Skill development, team bonding, player exposure

Itinerary:

Multiple training sessions, 3 games vs. schools from around the state, team bonding activities

Chaperones: Aaron Britt, Wes McKinney, Zach Peach, Kaylee Hardy

(Expanded Criminal checks on file for Chaperones)

- **Teacher/Sponsor:**
- **Parents:**
- **Tour Director:** NA

Medical Releases/Parent Permissions on file: Yes

Safety and Supervision Provisions: MV staff with groups the entire time

Sponsor Signature: Aaron Britt

Principal Signature: Brooke Sharp

Superintendent/Administrator Signature:

School Board Approval Date: