



FIELD AND OTHER CORPORATION-SPONSORED TRIPS OUT OF STATE/OVERNIGHT FIELD TRIP REQUEST FORM

Board Policy #C500

Date:

Name of Organization: High School Girls Basketball

Dates of the Trip: June 13 through June 16, 2026

Location of the Trip: Team shootout at the University of Dayton on June 13th, team building at Kings Island or another location on June 14th, Team Shootout at Northern Ky University on June 15th (May spend the night on the 15th depending on the schedule or may return home.

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: Bus to the event. Parent pick up confirmed by the coach prior to release.

(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? The hotels, transportation, and shootout costs will be paid out of the girls basketball fund. Parents will need to provide money for food.
- In case of cancellation will refunds be made to parents/guardians?

Reason for the Trip: This trip will include two basketball shootouts for game experience and improvement. It will also consist of several team-building opportunities.

Chaperones:

(Expanded Criminal checks on file for Chaperones)

- **Teacher/Sponsor:** Julie Shelton, Lexi Shelton, Kim Koepkey
- **Parents:**
- **Tour Director:**

Medical Releases/Parent Permissions on file:

Safety and Supervision Provisions:

Sponsor Signature:

Principal Signature:

Superintendent/Administrator Signature:

School Board Approval Date: