

THE RYE CITY SCHOOL DISTRICT
RYE, NEW YORK

4531

EDUCATIONAL TRIPS

Educational (field) trips are encouraged and supported by the Board of Education when reasonable and worthwhile educational objectives can be established and achieved. Responsible planning for supervising students and maintaining financial integrity are requirements for all trips. Primary concern shall be given to the educational value to be derived and the safety and welfare of the students involved.

Some educational trips are part of course requirements and are required experiences. Other educational trips are enrichment experiences and may not be required nor may students be penalized for not taking part. Alternate learning experiences are to be arranged for students not going on the trip.

Authorization for day trips is granted by the school principal. Overnight trips or foreign travel require Superintendent (or designee) approval and notification to the Board prior to the scheduling of any such overnight trips or foreign travel.

Transportation may be provided to students for field trips and other school activities by administrators, teachers, other approved school staff, parents/guardians under the following conditions:

1. The vehicle must have a current inspection and registration;
2. The driver must have a valid driver's license and must provide the District with a copy of such license which will be placed on file within the school district;
3. The driver must maintain a minimum insurance coverage of-\$100,000.00 per person for liability; \$300,000.00 per accident for bodily injury; and \$50,000.00 for property damage; and attest to the fact by submitting the parent acknowledgment letter to the District. The vehicle's insurance is primary; the District's insurance is secondary;
4. The stated capacity of the vehicle shall not be exceeded;
5. The driver and each passenger shall wear a seat belt;
6. In addition to all traffic and safety laws, the driver must certify that he/she will abide by the policies and procedures of the District;

7. The District reserves the right to contact the Department of Motor Vehicles regarding the safety record of the driver and proper registration and inspection of the vehicle;
8. A parent or legal guardian of a student participating in a field trip or athletic event, with written parent permission prior to the event, may provide an alternative form of return transportation for such student. This release for return transportation is to be made only to a parent/legal guardian and to no other individual.

Non-School Sponsored Trips

No person employed by the District shall announce any non-school sponsored trip nor solicit attendance for such a trip in any classroom or school or on school grounds; nor shall any person use the name of the District or any of its organizations in conjunction with such trip; nor shall any such trip commence or take place on or during school hours.

Any District employee who leads, sponsors, or participates in a non-school sponsored trip involving District students shall in advance and in writing inform the participating students and their parents/guardians that the trip is not sponsored by the District and the District bears no responsibility for such trip.

Adoption Date: June 12, 2012

Effective Date: July 1, 2012