

**PARK COUNTY SCHOOL DISTRICT #6
BOARD OF EDUCATION POLICY**

STUDENT TRAVEL

CODE: JJAC-E

Trip Name: _____

Primary Sponsor: _____

Educational Purpose or Learning Objective: _____

Number of Students Going: _____ Number of Sponsors/Chaperones: _____

Was There a Qualifying Process?: _____

Dates of Travel: _____

Notified Parents in Writing: _____

Trip Itinerary (in detail):

(attach additional sheet if necessary)

Method of Travel (to and from each destination, including to and from airport or departing location):

Lodging Plan(s): _____

Meal Plan(s): _____

Projected Per-Student and Per-Staff Cost travel, food, lodging, admission expenses, except voluntary/personal purchases): _____

Amount of Funding (if any) Requested from School District or for Transportation: _____

Description of Fund-Raising Activities Planned:

Will School Personnel or Facilities be involved in the Fund-Raising Activities? _____

If so, who and what facility? _____

Please describe how funds raised will be allocated for the trip and what, if anything will be done with the funds raised by students who anticipated making the trip, but subsequently cancel:

If necessary, how will discipline be handled and the potential consequences of misconduct or behavior by a student while on the trip:

Adopted: 5/17/2016

Must be completed and submitted to the Building Principal and Activities Office in advance.