

**CLOVER PARK SCHOOL DISTRICT**

**Policy Series: Instruction**

**Policy No. 2320**

**Field Trips, Excursions and Outdoor Education**

Educational field trips which are a part or culmination of a unit of study may be authorized by the principal, provided the field trip is conducted in the State of Washington and does not exceed 75 miles from the district. Field trips exceeding 75 miles shall be approved by the superintendent or designee.

Trips that leave the State of Washington shall require approval by the board. Trips that are planned to keep students out of district overnight shall require approval by the superintendent.

The superintendent shall develop procedures for the operation of a field trip which shall ensure that the safety of students shall be protected and that parent permission is obtained before the student leaves the school for the field trip.

Private vehicles may be used to transport students if approval is obtained in advance from the principal, and board policy/procedure is followed.

No staff member may recruit students for any privately arranged field trip or excursion without board permission.

Cross References:	Board Policy 3520	Student Fees, Fines, or Charges
	Board Policy 6625	Private Vehicle Transportation

Legal References:	RCW 28A.330.100(5)	Additional powers of board
	RCW 67.20.020	Parks, bathing beaches, public camps — Contracts for cooperation
	WAC 181-87-090	Improper remunerative conduct

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**Clover Park School District**  
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**Priority**