

SCHOOL DISTRICT NO. 92 (NISGA'A)

Policy Subject: FIELD TRIPS

Date Passed: 91.07.04

Date Amended: May 21, 2019

Description:
FIELD TRIPS

Policy No. 313-P

The Board of School Trustees encourages the use of field trips as a means of extending the world of learning for students.

In order to ensure the safety, the well-being and the welfare of all students, the Board requires that all field trips meet Board requirements as specified in the Regulation.

This policy covers:

1. Sports Trips
2. General Field Trips

SCHOOL DISTRICT NO. 92 (NISGA'A)

Regulation Subject: FIELD TRIPS

Date Passed: 91.07.04

Date Amended: June 7, 2010

Description
FIELD TRIPS

Regulation: 600-R

The Board believes that field trips can provide an additional avenue to enhance student learning. The Board also believes that field trips, to be beneficial, must be well planned and appropriately supervised, if such trips are to be successful. Evidence of planning must accompany any requests for approval and names of chaperones at a ratio of 1 to 12 for day trips and 1 to 8 for overnight trips must be provided. For trips involving male and female students, consideration must be given to providing appropriate chaperones whenever possible. Out of district and overnight chaperones must have criminal records check clearance. All students must have parent/guardian permission to participate in trips, which occur outside school hours.

A. Sport Trips

1. The Board, through the Superintendent, shall approve sports trips (soccer, volleyball, basketball) on the following basis:

- a) Grade 8 boys and girls combined

The Board shall provide transportation for travel within a zone including District #52, #54, and #82 for a maximum of five trips per year including any finals.

- b) Junior boys and girls combined

The Board shall provide transportation for travel within a zone including District #52, #54, and #82 for a maximum of five trips per year including any finals.

- c) Senior boys and girls combined

The Board shall provide transportation for travel within a zone including District #52, #54, and #82 for a maximum of six trips per year including any finals.

- d) Any Junior or Senior team as stated above, earning a berth to a Provincial Final shall have one-half of its land or water transportation cost paid by the Board.

- e) Track and Field

The Board shall provide transportation for travel within a zone including districts #52, #54, and #82 for a maximum of three trips per season including any finals.

B. Field Trips – General

1. Within District

All transportation for students shall be provided by the Board subject to the following:

- a) the field trip request form must be completed and approved;
 - b) the availability of District funding; and
 - c) the availability of District vehicles and drivers.
2. Field trips including a change of sports schedule or day trips which are outside the District may be approved by the Superintendent.
 3. All field trips outside the District other than scheduled sport trips must be approved by the Board according to the following schedule:

Tentative Approval

- a) B.C. – 3 months
- b) Canada or U.S. – 6 months
- c) Outside Canada or U.S. – 9 months

Final Approval

- a) B.C. – 1 month
 - b) Canada or U.S. – 2 months
 - c) Outside Canada or U.S. – 3 months
4. Under extenuating circumstances, the Board may adjust the schedule in number 3 above with a majority vote of the Board.

SCHOOL DISTRICT NO. 92 (NISGA'A)

Regulation Subject: FIELD TRIP REQUEST

Date Passed: 91.07.04

Date Amended: June 7, 2010

Description

FIELD TRIP REQUESTS

Regulation: 600-P

1. All student field trips must have the prior approval of the Board or the Superintendent.
2. This form and attachments must be fully completed prior to approval being granted.
3. Approval guidelines for notice: Final Approval
 - a) Within B.C. minimum 1 month prior to departure date
 - b) Canada or U.S. minimum 3 months prior to depart date
 - c) Outside Canada or U.S. minimum 6 months prior to departure date

A. Provide the following details:

School and class _____

Teacher _____

Where? _____

When? _____

B. Attach a detailed list of the major objectives of the trip.

C. Attach detailed information on the following:

Pre-trip activities; Field Trip activities; Post-field trip activities.

D. List of Chaperones:

E. Any safety concerns? If yes, please state.

F. Attach a detailed budget of revenues and expenses.

Signatures required:

1. Teacher: _____ Date _____

2. Principal: _____ Date _____

3. Superintendent of Schools _____ Date _____

G. Board Transportation YES _____ No _____ Other _____
(If yes, attach a completed bus request form)

H Private Vehicle: Name of driver _____

Driver has reviewed Policy and Regulations 601 _____

Type of vehicle _____

Successful Criminal Records Check _____

Drivers Abstract on file _____

Parent consent on file for travel in private passenger vehicle _____

The date of the final signatures will be defined the minimum notice period.

SCHOOL DISTRICT NO. 92 (NISGA'A)

Policy Subject:

Date Passed: 94.11.14

Date Amended: November 9, 2010

Description:

STUDENT TRANSPORTATION - FIELD TRIPS

Policy No. 601-P

It is the policy of the Board to use professional drivers to transport students to and from Board sanctioned sports and field trips. However, the Board recognizes there are occasions for transporting students in privately owned vehicles.

SCHOOL DISTRICT NO. 92 (NISGA'A)

Regulation Subject: STUDENT TRANSPORTATION - FIELD TRIPS

Date Passed: 94.11.14

Date Amended: November 9, 2010

Description

STUDENT TRANSPORTATION - FIELD TRIPS

Regulation: 601-R

1. All Board approved sports, curricular and extra-curricular field trips will normally be transported by a Board approved vehicle and a professional driver or a public transportation system. A professional driver for these purposes is one who has a class two or class four drivers licence and is employed as a driver transporting passengers on a daily basis.
2. A School District No. 92 (Nisga'a) school bus will be the first option for all travel.
3. If a local school bus is not available, then a contractor will be hired by the Maintenance Superintendent on behalf of the school.

Use of Private Vehicles

4. There are occasions for transporting students in privately owned passenger vehicles. In such an event:
 - a) The driver shall be at least 21 years of age and hold a regular Class 5 license and have successfully passed a criminal records check.
 - b) The driver should be free of at-fault accidents for at least three years; and upon request, the driver must provide a copy of his/her driver's license and current abstract to the school principal/vice-principal.
 - c) Vehicles used for student transportation must be rated appropriately and issued with:
 - a. third party and passenger hazard liability insurance in an amount no less than \$3,000,000
 - b. accident benefits as required by law
 - c. collision or upset coverage
 - d. comprehensive coverage
5. In all cases, the vehicle owner's insurance coverage is primary or first loss insurance. The owner must advise her/his insurer of the possible use of the automobile in order for the insurer to determine the nature of exposure.
 - a) The School District does not accept responsibility for any damage to the vehicle in the event of an accident, nor for deductible, loss of insurance discount or loss of use.
6. The volunteer driver and owner should ensure that to the best of their knowledge, the motor vehicle is in good mechanical condition and is equipped with appropriate tires for road conditions.
7. Parents and employees driving on school district business or in connection with school related activities shall ensure that all passengers are wearing seat belts. No child under 13

- years of age shall occupy the front passenger seat of a vehicle equipped with an airbag.
8. All student passengers under the age of nine who have not yet reached a height of 145 cm (4' 9"•) must be properly restrained using booster seats.
 9. For safety and health reasons, volunteer drivers shall not allow smoking in their vehicles while transporting students.
 10. The driver must not, at any time during his/her performance as a volunteer driver, be under the influence or consume any alcoholic beverages, use any restricted substances or be under the influence of medication that impairs judgment.
 11. The driver must not operate the vehicle in an unsafe manner or in contravention of any statute or regulation governing the operation of motor vehicles.
 12. Parental consent that their child will be travelling in a private vehicle must be provided in writing, or by consent signature, and an accurate passenger list is to be retained in the vehicle and at the school.