



# School Day Trips Form

## Appendix C

### AP-418 Learning Experiences Outside of the School

To be submitted for school day trips at least one (1) week prior to departure.

Class(es) \_\_\_\_\_ No. of Student \_\_\_\_\_

Destination \_\_\_\_\_ Date of Trip \_\_\_\_\_

Transportation: Bus \_\_\_\_\_ Private Vehicle \_\_\_\_\_  
*Bus request must be submitted* *All drivers (staff included) must be approved*

Names of Drivers: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Leaving school at: \_\_\_\_\_

Returning to school at: \_\_\_\_\_

Trip Outcomes: \_\_\_\_\_

\_\_\_\_\_

Itinerary *(please ensure that any high-risk activities have been approved)*:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Chaperones *(must have a Volunteer Confidential Disclosure sheet on file)*:

\_\_\_\_\_

\_\_\_\_\_

Teacher(s)/Educational Associate(s): \_\_\_\_\_

Cellphone number for emergency contact during the trip: \_\_\_\_\_

Trip Outcomes:

- Appropriate planning has been completed for students who may require accommodations (such as site accessibility, transportation, tube feeding, toileting, supervision, etc.) to participate in this learning activity.