



**Shelton School District**  
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## ***BOARD POLICY***

Policy No. 2320  
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### **INSTRUCTION**

#### **Field Trips, Excursions, Outdoor Education, Out-of-State Travel, and International Travel**

The Board recognizes that field trips, when used as a device for teaching and learning integral to the curriculum, are an educationally sound and important ingredient in the instructional program. Such trips can supplement and enrich classroom procedures by providing learning experiences in an environment beyond the classroom.

Trips should not interfere with state testing. Field trips which take students out of the state or are planned to keep students out of the district overnight must be approved in advance by the Superintendent or his/her designee. The Superintendent or his or her designee has the authority to approve or deny all other field trips.

The Superintendent shall develop procedures for the operation of trips, international travel or outdoor education activities which shall ensure that the safety of the student shall be protected and that parent permission is obtained before the student leaves the school. Each field trip must be integrated with the curriculum and coordinated with classroom activities or school-wide programs which enhance its usefulness. Private vehicles may be used to transport students if approval is obtained in advance from the principal.

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

Approved: 12/14/93  
Revised: 5/25/04  
Revised: 6/24/14  
Revised: 1/25/22

#### **Cross References:**

(cf. 3520 - Student Fees, Fines, Charges)  
(cf. 8131 - Private Vehicle Transportation)  
(cf. 3590 - Out-of-State Travel by Students)

#### **Legal References:**

RCW 28A.330.100 (5)	Additional powers of board
RCW 67.20.020	Parks--Contracts for cooperation
WAC 180-87-090	Improper remunerative conduct