FILE: IICA-AF2
Basic



STUDENT FIELD TRIPS AND EXCURSIONS (School-Related Student Trip Request Form)

This form is to be submitted at least two weeks prior to trip.
School: Raytown South Han School
Faculty Member(s) Sponsoring: Michaelle Manch, VIVIAN RANGOM
Type of Trip (check one)
☐ Classroom Field/Trip
Class (i.e., Junior, Senior Trip) specify:
Organization/club Trip, specify: (MOLV SWYMOV (AMA)
☐ Other (Athletic, Band, If Applicable):
☐ Out of State ☐ In Town ☐ Out of Town ☐ Overnight
If Overnight Give Name, Address and Phone of Lodging: GMOMA State UNIVERSE LELLOGS CITCLE EMPOMA LS GLE 801 (470)341-120
Destination
Destination: Gnuona States University
Address: 1 Kellugg Circle, Emporia, KS (do 80) Phone: (1070) 341-1
Date(s) of Trip: Mne 7- 20 Departure Time: 8:45am Return Time: 2:30
Purpose/Educational Value: Chelly Summer Camp
Funding/Billing
(No student shall be denied the trip because of an inability to pay.)
Source of Funding for Trip: Chex account
Bill trip expenses to: ☐ Sponsoring organization ☐ School district
☐ Board ☐ Other:
Mode of Transportation
Is district transportation needed? Yes \(\sum \) No \((If yes, attach completed form EEA-AF1)
Certificated common carrier (please see procedure EEA-AP for further information): specify and attach completed form EEA-AF1.
Private vehicle, if allowed by policy: specify driver(s):
and attach completed form EEA-AF2.
Individuals Attending
Number of students: 23 Faculty sponsors: 2
Other chaperones:
2001, Missouri School Boards' Association, Registered in U.S. Copyright Office
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Basic Supervision (list names of adults accompanying students on trip) Signature of Faculty Sponsor For Office Use Only Trip Has Been: ☐ Approved ☐ Denied If denied, reason: Signature of Principal/Designee Signature of Supérintendent/Designee For overnight and/or out-of-state trips, approval of the superintendent and/or Board may be required. ***** Note: The reader is encouraged to review policies and/or procedures for related information in this administrative area.

Implemented:

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Revised:

Raytown C-2 School District, Raytown, Missouri