

# Pacifica SD

## Board Policy

### School-Sponsored Trips

BP 6153

#### Instruction

The Governing Board recognizes that school-sponsored trips are important components of a student's development. Besides supplementing and enriching classroom learning experiences, such trips encourage new interests among students, make them more aware of community resources, and help them relate their school experiences to the outside world. The Board believes that careful planning can greatly enhance the value and safety of such trips. Participation on a school sponsored trip is an opportunity to expand student learning. As such, all school rules apply to students and adults for the duration of a trip. Students must exhibit acceptable standards of behavior and academic preparation in advance of and throughout any school sponsored trip.

All trips involving out-of-state or overnight travel shall require the prior approval of the Board. Other trips may be approved by the Superintendent or designee.

Principals shall ensure that teachers develop plans which provide for the safety of students and their proper supervision by certificated staff on all school-sponsored trips. Other school employees and parents/guardians also may participate in this supervision and may be asked to attend preparatory training sessions and/or meetings.

The ratio of adults to students on school-sponsored trips shall be at least 1:10. In addition, the ratio of certificated staff members to students shall be at least ~~1:24~~ (grades K-3) and 1:35 (grades 4-8). If the trip involves water activities, this ratio shall be revised to ensure closer supervision of elementary grade students, appropriate to their ages.

**Comment [WL1]:** Changed from 1:20 to 1:24 to reflect current class sizes in K-3 classrooms

(cf. 3541.1 - Transportation for School-Related Trips)  
(cf. 5143 - Insurance)

#### Study Trips

In advance of a study trip, teachers shall determine educational objectives which relate directly to the curriculum. Principals shall ensure that teachers develop plans which provide for the best use of students' learning time while on the trip. Teachers also shall provide appropriate instruction before and after the trip.

Legal Reference:  
EDUCATION CODE

PSD Board policy 6153 with Revision

8760 Authorization of outdoor science and conservation programs  
32040-32044 First aid equipment: field trips  
35330 Excursions and field trips  
35331 Provision for medical or hospital service for pupils (on field trips)  
35332 Transportation by chartered airline  
35350 Transportation of students  
44808 Liability when pupils not on school property  
48908 Duties of pupils; authority of teachers  
BUSINESS AND PROFESSIONS CODE  
17540 Travel promoters  
17550-17550.9 Sellers of travel  
17552-17556.5 Educational travel organizations

Management Resources:

WEB SITES

American Red Cross: <http://www.redcross.org>  
California Association of Directors of Activities: <http://www.cada1.org>  
U.S. Department of Homeland Security: <http://www.dhs.gov>

Policy PACIFICA SCHOOL DISTRICT  
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