

**School District of Newberry County**  
***Proposal***  
**Overnight Field Trip/Field Study---2018-2019**

School: \_\_\_\_\_ Date: \_\_\_\_\_

Sponsoring Group: \_\_\_\_\_ Responsible Teacher: \_\_\_\_\_

Number of Students Expected to Participate: \_\_\_\_\_

Destination of Trip (specific site and city/state): \_\_\_\_\_

Attach a narrative description of the relevance of the field trip/study (state the expected outcomes in terms of student engagement, learning, and achievement and why the overnight trip/study is being proposed).

Specific Curricular Standards to be Addressed and Direct Connections to Daily Instruction:

\_\_\_\_\_  
\_\_\_\_\_

Date(s) of Trip: \_\_\_\_\_ Number of School Days to be Missed: \_\_\_\_\_

Number of Chaperones That Will be Needed: \_\_\_\_\_

NOTE: Overnight trips must have both male and female chaperones if both male and female students are attending.

Mode of Transportation (check one):

School Bus (In-State Only) \_\_\_\_\_ Activity Bus (In-State Only) \_\_\_\_\_ Number of Buses Needed: \_\_\_\_\_

Commercial Carrier \_\_\_\_\_ Bus Line \_\_\_\_\_

How are the arrangements for the trip/study being made?

Travel Agency (name of agency) \_\_\_\_\_; Teacher made \_\_\_\_\_;

Sponsoring group made \_\_\_\_\_; Other (name \_\_\_\_\_)

Method of Financing (check one):

Students Pay \_\_\_\_\_ Club Treasury \_\_\_\_\_ Fundraiser \_\_\_\_\_ Donations \_\_\_\_\_ Other \_\_\_\_\_

Explain: \_\_\_\_\_ Cost per student: \$ \_\_\_\_\_

What arrangements will be made to ensure that no students are left at school because of an inability to pay?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Submitted by: \_\_\_\_\_ Date: \_\_\_\_\_

Signature

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Principal's Signature

\_\_\_\_\_  
Date: \_\_\_\_\_

Superintendent's Designee

***This form must be sent to the Superintendent's designee no later than the conclusion of the school year prior to the school year of the field trip/field study. No deposits for long term planned field trip/field study should be paid without an approved trip/study proposal.***