



Educational Services That Transform Lives

First Supervisory District of Suffolk County
201 Sunrise Highway
Patchogue, New York 11772

Board

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Educational Outings/ Field Trips

The Board recognizes the inherent value of properly organized and conducted educational outings/field trips as instructional techniques and endorses the use of these learning experiences to the degree financial resources permit.

Qualified employees and their respective administrators must determine whether the educational outing/field trip is the most appropriate avenue to meet the instructional objective. All educational outings/field trips must have the endorsement of the program Director.

The following criteria must be considered prior to the approval of each outing/trip:

1. the educational objectives must be stated;
2. the relation to the classroom curriculum must be documented;
3. it must be an approved part of the educational program;
4. it must be recognized as appropriate for academic credit;
5. it must be subject to the Eastern Suffolk BOCES Code of Conduct; and
6. it must be open to all students with a legitimate interest in the subject area.

All field trips require prior approval in accordance with Regulation 7320R.1 (Educational Outings/Field Trips).

Educational outing/field trip parental permission slips shall be sent home with each participating student. A signed permission slip from the parent/person in parental relation must be received before any student may participate in the outing/trip.

All educational outings/field trips shall be supervised by sufficient ESBOCES faculty. Transportation for all educational outings/field trips shall be in appropriately registered, safe vehicles, sufficient for the number of participating students and faculty.

All educational outings/field trips shall be conducted in accordance with regulations and procedures developed by ESBOCES administration.

Educational outings/field trips are voluntary for students. Alternative experiences should be arranged for students who are unable to participate in educational outings/field trips or whose parents/persons in parental relation will not allow participation in educational outings/field trips.

No student shall be refused participation in an educational outing/field trip due to financial hardship. Provisions shall be made through alternate funding sources to provide for such students.

References:

- Administrative Regulation 7320R.1 – Educational Outings/Field Trips

First Adopted: 7/1/2003

Readopted: 6/25/2008

Readopted: 10/20/2013

Adopted as revised: 7/8/2020