

## Administrative Regulation

Extended Trips; Intermediate and High School Students

## Extended Trips During the Regular School Attendance Period

The following guidelines for extended trips have been developed to stress the importance and availability of nearby performances and competition. The first consideration for selecting any performance, competition, or educational venue should be one that does not require an overnight stay. At the same time, these guidelines recognize the importance of highly qualified individuals or groups, as a result of progressive extension of local competition, representing themselves, their schools, and the entire district on a regional, state, or national level.

- A. Trips that do not require an overnight stay, must be approved by the administrator of elementary or secondary education. The Notice of Planned Field Trips form must be submitted at least two weeks prior to the event.
- B. Any overnight events must be approved by the Board of Education. The following are examples of trips that fall within the intended guideline.
  - 1. An area speech/debate award winner should be permitted to travel to the regional or state contest.
  - 2. A league CIF champion or qualified runner-up should be permitted to travel to the CIF division, regional, or state contest.
  - 3. A performance group should be permitted to travel to regional or state contests as a result of progressive extension of local competitions.
- C. Educational trips requiring an overnight stay will be approved by the Board only when the circumstances are clearly exceptional; the venue cannot be replicated locally. For additional information, see Administrative Regulation 6155.4.
- D. District Form 9802.95\* is to be used in requesting prior approval from the Board for overnight trips.
- E. A Sunday-only trip does not require Board approval. Approval must still be obtained from the administrator of elementary or secondary education.
- F. Students will not remain overnight except when deemed necessary at an appropriately approved function and upon approval of the Board.

- G. Student attendance shall be voluntary.
- H. The transportation of participants must be in accordance with all district transportation policies and regulations.
- I. When a group of students participates in a Board approved educational trip, the certificated chaperone shall receive from each participating student:
1. Medical Authorization, which grants permission for the designated certificated chaperone to secure medical assistance as may be required for the student.
  2. Adult Waiver Consent, which states that the adult participant recognizes that the trip or excursion is not required.
  3. Parental Waiver Consent, which states that the parent or guardian recognizes that participation in the trip is not required.

The certificated chaperone shall take the original documents with him/her on the trip and copies of all documents will be kept on file in the school principal's office.

The certificated chaperone described above must be an employee of the school district.

- J. Only students currently enrolled in the district may participate in extended trips.

Ref: EC Sections 35161, 35291, 35330

Approved: January 2, 1970

Revised: November 28, 1979

Revised: March 4, 1986

Reviewed: July 1, 2000

Revised: October 1, 2001

Revised: September 2, 2003

Revised: July 17, 2018

GARDEN GROVE UNIFIED SCHOOL DISTRICT

MEDICAL AUTHORIZATION

THE UNDERSIGNED, who are the parents/legal guardian(s) of

\_\_\_\_\_, a minor, hereby authorize

\_\_\_\_\_, an adult person and

\_\_\_\_\_, an adult person, into whose care

\_\_\_\_\_ has been entrusted, to consent to any X-ray examination, anesthetic, medical or surgical diagnosis, or treatment and hospital care to be rendered to said minor under the general or special supervision and upon the advice of a physician and surgeon licensed by a state or the United States government; or to consent to an X-ray examination, anesthetic, dental or surgical diagnosis, or treatment and hospital care to be rendered to said minor by a dentist licensed by a state or the United States government; or to consent to any emergency treatment deemed necessary by the aforementioned adults.

Parent/Guardian

\_\_\_\_\_  
Parent/Guardian

Date: \_\_\_\_\_ 20\_\_

GARDEN GROVE UNIFIED SCHOOL DISTRICT

FIELD TRIP - ADULT CONSENT

Education Code Section 35330 states in part: "The governing Board of any school district or the county superintendent of schools of any county may: (a) Conduct field trips or excursions in connection with courses of instruction or school-related social, educational, cultural, athletic, or school band activities to and from places in the state, any other state,...or a foreign country for pupils enrolled in elementary or secondary schools. A field trip or excursion to and from a foreign country may be permitted to familiarize students with the language, history, geography, natural sciences, and other studies relative to the district's course of study for such pupils.....

\* \* \* \* \*

All persons making the field trip or excursion shall be deemed to have waived all claims against the district or the State of California for injury, accident, illness, or death occurring during or by reason of the field trip. All adults taking out-of-state field trips or excursions and all parents or guardians of pupils taking out-of-state field trips or excursions shall sign a statement waiving such claims."

I/we, the undersigned adults, will participate in the \_\_\_\_\_  
\_\_\_\_\_ Field Trip on \_\_\_\_\_, 20\_\_\_\_.

I/we recognize that this is not a school-sponsored or school-required trip, and the participation is not required.

\_\_\_\_\_  
Adult

\_\_\_\_\_  
Adult

Date: \_\_\_\_\_ 20\_\_\_\_

GARDEN GROVE UNIFIED SCHOOL DISTRICT

FIELD TRIP - PARENTAL CONSENT

Education Code Section 35330 states in part: "The governing Board of any school district or the county superintendent of schools of any county may: (a) Conduct field trips or excursions in connection with courses of instruction or school-related social, educational, cultural, athletic, or school band activities to and from places in the state, any other state,...or a foreign country for pupils enrolled in elementary or secondary schools. A field trip or excursion to and from a foreign country may be permitted to familiarize students with the language, history, geography, natural sciences, and other studies relative to the district's course of study for such pupils.....

\* \* \* \* \*

All persons making the field trip or excursion shall be deemed to have waived all claims against the district or the State of California for injury, accident, illness, or death occurring during or by reason of the field trip. All adults taking out-of-state field trips or excursions and all parents or guardians of pupils taking out-of-state field trips or excursions shall sign a statement waiving such claims."

I/we, the undersigned parent(s)/legal guardian(s) of \_\_\_\_\_, a minor, do hereby authorize and give consent for the above named minor to participate in the \_\_\_\_\_ Field Trip on \_\_\_\_\_, 20\_\_\_\_. I/we recognize that this is not a school-sponsored or school-required trip, and the participation is not required.

\_\_\_\_\_  
Parent/Guardian

\_\_\_\_\_  
Parent/Guardian

Date: \_\_\_\_\_ 20\_\_