

BULLOCK COUNTY BOARD OF EDUCATION
UNION SPRINGS, ALABAMA

FIELD TRIP REQUEST FORM

Note: This form must be completed by personnel sponsoring any school activity to be conducted away from the school premises ten (10) days in advance of the proposed activity.

SCHOOL _____ DATE _____

SUBMITTED BY: _____ SIGNATURE: _____

CHECK ONE: () Within County () Within State () Out-of-State

TYPE OF FIELD TRIP (Check One): () Academic (Other than Athletic/Band/Music)
() Athletic () Band () Music () Other

DESTINATION FOR TRIP: _____

DESTINATION FOR MEALS (BREAKFAST and/or LUNCH): _____

PROPOSED DATE(S) OF TRIP: _____/_____

GRADES/GROUPS INCLUDED: _____

NUMBER OF STUDENTS: _____ NUMBER OF CHAPERONS _____

DEPARTURE TIME FROM SCHOOL: _____ RETURN TIME TO SCHOOL _____

MODE OF TRANSPORTATION: () School Bus (Regular)** () School Bus (Sp. Needs)** () Walk
(Check One) () Commercial Bus () Private Cars () Van

** If school buses are to be used, indicate number needed: _____

FUNDS (Trip is paid from): _____

EDUCATIONAL OBJECTIVE(S) AND/OR PURPOSE OF THE ACTIVITY:

PRINCIPAL'S SIGNATURE: _____ DATE: _____
(CHECK ONE) () APPROVED () DISAPPROVED

SUPERINTENDENT'S SIGNATURE: _____ DATE: _____
(CHECK ONE) () APPROVED () DISAPPROVED

BOARD APPROVAL (Out-of-State and/or Overnight) () YES () NO

Note: Students participating in any activity away from the school premises must have a Parental Authorization and Release Form on file for each such activity.