

# FORM 1

## Field Trip Request Form

**DIRECTIONS**

To be completed by the Instructor and submitted at least two weeks prior to the planned activity.

TEACHER: Brent Sirois Program: Engineering/ Robotics

LOCATION OF THE FIELD TRIP: NE District Event, 121 Technology Dr., Durham, NH

DATE OF THE FIELD TRIP: 3/8, 4/1, 4/2 DEPARTURE TIME: Sched. RETURN: Sched.

TYPE OF TRANSPORTATION: (CIRCLE ONE) WALK CAR BUS OTHER SRTC VAN

TOTAL # OF STUDENTS: 12 max TRANSPORTATION COST PER STUDENT: 0

OTHER STUDENT FEES: 0 TOTAL COST PER STUDENT: 0

WHAT PROVISIONS HAVE BEEN MADE TO ASSIST STUDENTS WHO ARE UNABLE TO AFFORD THE COSTS?

N/A

ADDITIONAL TEACHER COMMENTS: I believe this was previously approved.

\* 12-13-21 Submitted

# OF CHAPERONES: - TEACHERS: 1 VOLUNTEERS: -

\* PLEASE NOTE THAT YOU ARE REQUIRED TO HAVE 1 CHAPERONE FOR EVERY 15 STUDENTS ATTENDING.\*

SUBSTITUTE COVERAGE NEEDED: (CIRCLE ONE) YES  NO

EDUCATIONAL RELEVANCE OF THE TRIP TO THE CURRICULUM: Opportunity to evaluate performance on curriculum content related to process.

ARE THERE ANY STUDENTS WHO WILL NOT BE ATTENDING THIS FIELD TRIP FOR ANY REASONS?  YES  NO

WHAT PLANS HAVE BEEN MADE FOR THESE STUDENTS? Students will remain at their sending school or will need to remain at SRTC.

Signature of Sponsor(s): <u>Brent D. Sirois</u>	Date: <u>3/23/22</u>
Signature of Director: <u>Matt Nelson</u>	Date: <u>3/23/22</u>

Matt Nelson

3/29/22

# Field Trip Authorization Form

Used for any field trip that will require students to travel over 100 miles one way and/or remain away from home overnight must be submitted to the Superintendent for approval prior to arrangements being made by the staff member involved. (Per Policy IICA)

Teacher/Advisor Name: Sue Lamoreau School: SRTC

Class or Activity: Academy of Business Program trip to Thomas College

Purpose of Trip: To visit Thomas College Admissions presentation & tour. Thomas is the dual enrollment partner for the A.O.B. program.

Grade Level(s): 11th, 12th No. of Students on trip: 25

Date(s) of Trip: 4-4-22

Destination(s): Thomas College, Waterville, Maine

Method of Transportation: Bus Student Transportation, Inc

Number of Chaperones including teacher/advisor: 2

Will students be away from home overnight?  Yes  No

If Yes, explain accommodations: \_\_\_\_\_

Funding Source: MELMAC grant

Has this field trip occurred in previous years?  Yes  No

Signature of Teacher/Advisor

[Handwritten Signature]

Date of Submission

3/28/22

Approval and Signature of Building Administrator

Date of Approval

Submit to Superintendent two weeks prior to requested trip date

Matt Nelson

3/29/22

Approval and Signature of Superintendent Date of Approval

School Committee Notified Date: \_\_\_\_\_  Notified Teacher/Advisor: Date: \_\_\_\_\_

# FORM 1A

## Field Trip Authorization Form

Used for any field trip that will require students to travel over 100 miles one way and/or remain away from home overnight must be submitted to the Superintendent for approval prior to arrangements being made by the staff member involved. (Per Policy IICA)

Teacher/Advisor Name: Harold Smith School: SRTC

Class or Activity: Fire Science

Purpose of Trip: The Fire Science students will be testing for their state practical end test.

Attach additional supporting documentation: Ex. - Programs, Student Lists, Accommodations

Grade Level(s): 4 & 12 No. of Students on trip: 14

Date(s) of Trip: May 25, 2022

Destination(s): Foster Tech. Farmington Maine

Method of Transportation: SRTC mini bus

Number of Chaperones including teacher/advisor: 1

Will students be away from home overnight?  Yes  No

If Yes, explain accommodations: \_\_\_\_\_

Funding Source: \_\_\_\_\_

Has this field trip occurred in previous years?  Yes  No

Harold Smith 03/11/22

Signature of Teacher/Advisor  
[Signature]

Date of Submission  
3-28-2022

Approval and Signature of Building Administrator

Date of Approval

Submit to Superintendent two weeks prior to requested trip date

Mitt Wilson 3/29/22  
Approval and Signature of Superintendent Date of Approval

School Committee Notified Date: \_\_\_\_\_  Notified Teacher/Advisor: Date: \_\_\_\_\_