

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: Diana Walker School: High School

Class or Activity: Mt. Major Hiking Trip

Purpose of Trip: Real life experience involving physical activity

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

Grade Level(s): 9-12 No. of Students on trip: 200

Date(s) of Trip: Tues. May 24th Raindate: Thurs. May 26th

Destination(s): Mt. Major Alton Bay, NH

Method of Transportation: Buses

Number of Chaperones including teacher/advisor: 10

Will students be away from home overnight? Yes No X

If Yes, explain accommodations:

Co-curricular Budget

Funding Source:

Has this field trip occurred in previous years? Yes No X

Signature of Teacher/Advisor Diana Walker

Date of Submission 4-4-22

Approval and Signature of Building Administrator

Date of Approval 4/4/22

Submit to Superintendent two weeks prior to requested trip date

Approval and Signature of Superintendent Matt Nelson

Date of Approval 4/6/22

School Committee Notified Date:

Notified Teacher/Advisor: Date:

Sanford RECEIVED

APR 01 2022 2/28/12

School Department