

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: Michelle Johnson School: SRTC

Class or Activity: Early Childhood Education I & II

Purpose of Trip: Teacher Education focused Open House

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

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

Date(s) of Trip: Friday, October 21

Destination(s): University of Maine Farmington

Method of Transportation: Ledgemere

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 _____ Date of Submission 9/23/22

Approval and Signature of Building Administrator _____ Date of Approval _____

Submit to Superintendent two weeks prior to requested trip date

Approval and Signature of Superintendent Matt Wilson Date of Approval 9/23/22

School Committee Notified Date: _____ Notified Teacher/Advisor: Date: _____

