

SOUTHWEST PARKE COMMUNITY SCHOOL CORPORATION
FIELD TRIP REQUEST FORM

Date of Request: _____ Club/Class: _____

Destination: _____ Date of Trip: _____

Chaperones: _____

Transportation Costs to be paid by: _____

The activity is consistent with and promotes the educational philosophy and goals of the school corporation and the State Board of Education.

The activity is necessary for the attainment of specific educational goals of the students and/or school.

The activity cannot occur without interrupting the instructional day.

The activity represents a unique educational opportunity for the students or fulfills a unique community priority.

List the educational goals/objectives to be met by this activity:

1. _____
2. _____
3. _____
4. _____

Number of students involved: _____ Number of Buses Requested: _____

Time of Departure: _____ Time of Return: _____

Principal's Signature: _____ Date: _____

APPROVAL OF REQUEST

Transportation Approved by: _____ Date: _____

Bus Assigned to Trip: _____