

REMEMBER: You must submit your Field Trip request form AND attached Itinerary AT LEAST THREE (3) weeks prior to the event! In order to ensure time for Board approval, Out of State trips should be submitted THIRTY (30) days prior to the scheduled event.

NEVADA JOINT UNION HIGH SCHOOL DISTRICT

REQUEST FOR FIELD TRIP

Class/Organization/Activity Involved: _____

Date of Trip:_____ From: _____ to _____

Periods to be Missed:_____

Destination:_____

Purpose of Trip:_____

Transportation Method:

School Bus_____ School Vehicle(s)_____ Rentals _____ Private Cars_____

Number of Students Involved:_____ Number of Adults:_____

Parent Permission/Treatment Forms completed and copy turned in:_____

Signature of Field Trip Supervisor: _____ Date:_____

CPR/1st Aid Certification Date: _____ (This is mandatory for trip supervisor)

*Approved:_____ Not Approved:_____

*Pending completion of all required paperwork **(Must be submitted 5 days before the trip).**

Signature of Principal/Designee

Budget to be Charged:_____

FIELD TRIPS OVER 150 MILES (ONE WAY) or OVERNIGHT ARE TO BE APPROVED BY THE DISTRICT

FOR DISTRICT USE ONLY

Field Trips over 150 miles (one way) or overnight

Approved Not Approved

Signature of Superintendent/Designee Date