

#115078

IJOA-R  
IJOA-E-1 to 15  
EEAG, EEAG-E-1, 2  
IJOA**FIELD TRIPS**

The Board recognizes that firsthand learning experiences provided by field trips are a most effective and worthwhile means of learning. It is the desire of the Board to encourage field trips as part of and directly related to the total school program and curriculum. Field trips must be:

- Appropriate to the age and developmental level of students
- Educational experiences that complement and are relevant to the curriculum
- Within reasonable limits to staff expertise, staff /student time away from school, and cost to students

Specific guidelines and appropriate administrative procedures shall be developed to properly plan, screen, approve, and evaluate trips and ensure that all reasonable steps are taken for the safety of the participants. Provincially approved standards of safety are to be utilized (e.g. [MPASS – Manitoba Physical Safety in Schools](#)).

These guidelines and procedures shall ensure that all field trips have the approval of the principal and that all overnight trips have the prior approval of the appropriate administrator. When undertaking fundraising activities to support a trip, approval for the trip must be granted prior to the start of any fundraising activities.

Staff members assuming responsibility for the organization of any field trip must judiciously follow the Division's policies and regulations established, and take special care to ensure the chosen site is safe and appropriate to the students' ages, maturity levels and physical ability. If money is collected, the staff member is responsible to account for its collection and expenditure, and to show sound judgment in determining what is a reasonable amount for students/parents to be asked to contribute.

ADOPTED	REVIEWED	REVISED	PAGE
13/April/08	12/Feb/13	7/Feb/23	1 of 1
Motion 10-29-08		Motion 02-10-23	