

# THE SCHOOL DISTRICT OF PHILADELPHIA

SECTION: PUPILS

TITLE: Social Events and Class Trips

ADOPTED: April 27, 1981

REVISED: December 17, 1990

## 231 SOCIAL EVENTS AND CLASS TRIPS

### Purpose

The Board recognizes the value of social events and class trips *in the enrichment* of school experience for the *students* of this school district.

### Authority

The Board shall make school facilities available and provide appropriate staff for the conduct of social events within the school facilities which have been approved by the building principal.

For social events which take place outside school facilities, approval of the Superintendent is required, and in accordance with the following guidelines. *For all trips outside the school vicinity, signed parental or guardian permission shall be required .*

### Guidelines

#### *Trips within/outside Philadelphia*

Trips to museums, the Zoological Gardens, industrial plants, places of historic or community importance, radio and television studios, and to rehearsals or performances sponsored by the School District are approved *provided safety for the students and staff is present.*

Trips to *recreational areas* , or to any location with swimming or boating facilities, are not approved unless adequate supervision is provided; winter trips including skiing, ice skating, tobogganing, or other sport trips are not approved unless adequate supervision is provided.

Trips extending beyond the curfew time of students are not approved; responsible adults must meet *students* at a designated location when students return from a trip in the evening, and school personnel must remain until all *students* have been met.

Trips that exclude *students* who cannot meet financial costs are not approved.

Trips that are sponsored privately by individuals, including any staff members, or groups are not approved; there is to be no dissemination of information, collection of funds, use of class lists, or solicitation of *students* for this type of activity.

*Transportation for trips shall be on School district vehicles or Board approved carriers only. Private vehicles may not be used .*

### *Overnight School Trips*

Because of the costs and risks involved in overnight trips, approval will be given only for trips that have significant educational value. These trips must be approved in advance by the district superintendent and the Office of School Operations. *The guidelines 3.12 through 3.16 shall apply to this section.*

### *Senior High, AVT Schools, Senior Class Overnight Trips*

Requests for overnight senior class trips shall be carefully evaluated by the Office for Instruction. They will be approved only if they have educational value.

Senior class trips sponsored by private individuals or groups are not approved.

### *Class Trips by Pupils in Terminal Grades*

One-day class trips by students in the terminal grade of a school are approved.

These trips must be approved in advance by the district superintendent and the Office of *School Operations* .

Class trips may be taken to *recreational areas* : however, swimming, boating, skiing, ice skating or tobogganing are prohibited unless adequate supervision is provided.

### *Trips Outside the Continental United States*

Trips outside the continental United States must have the prior approval of the Superintendent of Schools.

These trips must be arranged by travel agencies approved by the International Association of Travel Agents.

The procedures to implement the above guidelines shall include:

1. Trips to amusement parks, recreational areas, locations with swimming or boating facilities, skiing, ice skating, tobogganing, other sport trips, overnight trips or trips by pupils in terminal grades must be approved by the district superintendent and Office of *School Operations* ten (10) weeks prior to the trip.
2. One (1) adult per ten (10) *students* on these trips, to assist in supervision, must be provided.
3. In addition to the adult supervision provided for these trips, the following personnel and/or services must be provided:
  - a. Swimming or boating (an adult certified in one of the following):
  - b. Senior Lifesaving (American Red Cross)
  - c. Philadelphia School District Swimming Certification
  - d. Water Safety Instructor (American Red Cross)
  - e. Y.M.C.A. Pool Director Certification
  - f. Skiing
    - i. Certified ski instructor (may be a staff member at the resort)
    - ii. First-aid facilities
  - g. Ice Skating
    - i. Instructor (may be a staff member at the rink)
    - ii. First-aid facilities
  - h. Tobogganing (only on snow surface)
    - i. First-aid facilities
  - i. 635 Other sport trips
    - i. An adult certified in the sport
    - ii. First-aid facilities

### **Legal References**

1. Pennsylvania School Code Section 511(c)