

# THE SCHOOL DISTRICT OF PHILADELPHIA

No. 121

Section: 100 Programs

Title: Field Trips

Adopted: April 27, 1981

Revised: January 30, 2025

## 121 FIELD TRIPS

### **Purpose**

The Board of Education (the “Board”) recognizes that field trips are an educationally sound and integral part in a school’s instructional programming. Properly planned and executed trips and events can supplement and enrich classroom procedures by providing learning experiences in an environment outside the schools; arouse new interest among students; help students relate school experiences to the reality of the world outside of school; bring community resources within the scope of a student's learning experience; and afford students the opportunity to study real things and real processes in their actual environment.

### **Mandatory Procedures**

Students engaging in social events and participating in field trips remain under the supervision and responsibility of the Board and are subject to its rules and regulations.

The Board does not endorse, support or assume responsibility in any way for any staff member of this District who takes students on trips not approved by the Board or Superintendent or their designee. No staff member may solicit students of this District for such trips within the facilities or on the school grounds of the District without Board permission. [1]

### **Delegation of Responsibility**

The Superintendent is authorized to develop administrative procedures for field trips. These procedures shall include:

1. Guidelines for obtaining principal's approval of the purpose, itinerary, and duration of the proposed trip or event.

2. Protocols for protecting the safety and well-being of students participating in field trips.
3. Requirements for securing signed parent/guardian permission before any student is removed from school for a field trip.
4. Guidelines for chaperones or volunteers.

**Legal References:**

1. Pa. Public School Code, 24 P.S. § 13-1361