

**FIELD TRIPS****FMG-R1**Purpose

Field trips are to be educational in nature, age appropriate, and are to provide experiences to students that enhance, make application of, or expand their knowledge. Field trips to the same location at different grade levels are expected to reflect a different learning experience based on age and curriculum. Field trips are not rewards or play days.

Number of Field Trips Per Grade

<u>Grade</u>	<u>Number per Year</u>	<u>Location</u>
Pre-Kindergarten	1	1 in Moore County
Kindergarten	2	1 in Moore County; 1 Discovery Center (Amarillo)
First Grade	2	1 in Moore County; 1 Discovery Center (Amarillo)
Second Grade	2	1 in Moore County; 1 Discovery Center (Amarillo)
Third Grade	2	1 in Moore County; 1 Discovery Center (Amarillo)
Fourth Grade	1	1 Discovery Center (Amarillo)
Fifth Grade	2	1 in Moore County; 1 Discovery Center (Amarillo)
Sixth Grade	2	1 in Moore County; 1 Discovery Center (Amarillo)
Seventh Grade	2	1 in Moore County; 1 Discovery Center (Amarillo)
Eighth Grade	2	1 in Moore County; 1 Discovery Center (Amarillo)

Trips to any Lake Meredith/Canadian River property are not allowed.

Approved Exceptions

The following trips are not to be counted against the numbers listed above:

- Moore County Ag Day (Fourth Grade)
- Water Festival (Fourth Grade)
- Pride Side (Seventh and Eighth Grades)
- In town Videoconferencing (all grades)
- YMCA Swimming (Second Grade)

Time Limitations for Field Trips

Because of bus requirements for bussing students to and from school, field trips cannot leave before 8:30 am and must return by 3:00 pm. In order for busses to return by 3:00pm, students must be loaded on the busses and leaving Amarillo by 1:45pm.

Field Trip Dates

All bus requests must be submitted by October 1 of each school year. There will be a maximum number of busses and drivers allowed each day. Once that maximum has been reached field trip requests will be returned so alternate dates may be found. Extracurricular and UIL Competitions will take priority when scheduling busses and drivers.

Cafeteria Notification

If students will not be eating in the cafeteria the day of the field trip, notify the cafeteria manager five (5) days in advance so that lunch will not be prepared for those students.

Approval Process

Approval for field trips must be obtained through the campus principal. To request approval for a field trip, complete the Field Trip form in Schoolstream and submit it to the campus principal for approval. If the request is approved then the bus request and other arrangements may be completed following campus procedures. A sample of the form can be found below but the actual form must be submitted through the SchoolStream process.

**Field Trip Form**

Teacher Name(s): \_\_\_\_\_

Grade Level or Group: \_\_\_\_\_

Field Trip Date: \_\_\_\_\_

Field Trip Location: \_\_\_\_\_

What educational benefit will students receive from the field trip?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What application of the field trip experience will be made in the classroom?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_