
I. PURPOSE

The purpose of this policy is to provide guidelines for student fieldwork and to identify the general process to be followed for review and approval of trip requests

II. DEFINITIONS

- A. Day Fieldwork: Fieldwork in which students voluntarily participate and which usually take place either during or outside the regular school day.
1. Examples of trips in this category involve class fieldwork, student activities, or clubs.
 2. These trips require the approval of the Lead School Administrator or designee.
 3. A tax-deductible donation for student participation may be requested.
- B. Overnight Fieldwork: Fieldwork that involve one or more overnight stops that must be requested well in advance of the planned activity.
1. Overnight fieldwork must be requested at least thirty (30) days in advance of the planned activity
 2. An *Overnight Student Field Trips Application* form must be completed by a teacher or school administrator and approved by the Athlos Academy Governing Board.
 3. Since overnight trips occur outside of regular school hours, a participation fee may be charged.

III. POLICY

- A. All student day trips and overnight trips will be well planned, conducted in an orderly manner and safe environment, and will relate directly to the objectives of the class or activity for which the fieldwork is requested.
1. Students **must** have written parent/guardian permission, including any pertinent medical information, in order to participate in any fieldwork.
 2. Off-site trips must include a 1:8 chaperone to student ratio unless otherwise approved by school administration.
- B. The ability to participate in fieldwork is a privilege that must be earned.

Fieldwork Policy

1. Students with a school behavior problem or a problem keeping up with their school work may be excluded from the fieldwork at the discretion of the teacher and/or Lead School Administrator.
 2. If a student cannot attend a planned fieldwork experience due to a behavior problem or lack of a proper permission slip, an alternative assignment that addresses the standards and purposes of the trip will be provided.
- C. No student in grades K-6 will be charged a fee for participating in fieldwork that occurs during regular school hours (i.e. day fieldwork) in accordance with Utah Code 53A-12-102.
1. Your child will be allowed to participate in all fieldwork experiences that are offered as part of the regular school curriculum; however, as fieldwork is costly, donations to help support opportunities for students are appreciated.
 2. Permission slips may indicate an “appreciated donation”; keep in mind, donations are tax deductible.
- D. Reference the school’s *Student Transportation Safety Policy 7201* for details concerning transportation during fieldwork experiences as well as transportation safety in general.

Legal References:

[Utah Code 53A-12-102](#)

[Utah Admin R277-407](#)

Related Documents:

Student Transportation Safety Policy 7201