## No 121-AR-1 (Category I) Approved September 2017

## **Request for Student Field Trip and Transportation (K-12)**

## Category I

Marple Newtown School District

School	Grade (s)	Date Submitted to Principal	
Person (s) Requesting Approv	al	Organization or Club	
Destination-complete address		Date(s) of Trip	
Time of Departure		Time of Return	
Description of Trip (Itinerary must be attached- see Field Trip Request Form Curriculum Information –AR-2)			
Nature of Trip: Curricular: [ How many pupils involved?	Extracurric	cular:How many adults?	
Mode of transportation: School Bus Charter Bus District Van Parent(s) Walking	Number 	Needed: 	
Estimated Transportation Cost	·	(see Field Trip Planning Checkist 121-Ar-3)	

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Total cost to pupil for transportation: Total	cost to the district for transportation:
Total cost to pupil for Activity: Total cost	t to the district for Activity:
If no cost to the pupil or district – state reason:	
Accommodations have been made for students with medication administration, handicapped accessibili during the field trip. YesNo	
If yes, explain	
Is a nurse or aide required to attend the trip?y	resno
**If yes, the form is sent to the Office of Pupil Ser	vices after Principal's signature.
Fundraising Campaign? Yes No If ye	es: Start Date End Date
Items sold	Cost
Principal's Signature of Approval	Date
Director of Pupil Services/Supervisor of Spec. Ed Signature of Approval (If applicable)	Date
Assistant Superintendent's Signature of Approval	Date
Superintendent's Signature of Approval	Date
Transportation Confirmation/Approval	Date