

Palisades Charter High School
REQUEST FOR APPROVAL OF SCHOOL-ORGANIZED TRIP FOR STUDENTS

Check the appropriate box: Field Trip School Journey Curricular Trip Athletic Trip
 Curricular Buss Tour OTHER (Describe) _____

Name of School: **Palisades Charter High School** Employee: Allison Cheng Certified Non-Cert. _____
 Telephone Number: (310) 230-6623 Grade levels (Circle) 9 10 11 12 OTHER _____

1. Destination New York City Are admission fees charged? Yes _____ No

2. Dates of Trips 3/29, 3/30, 3/31, 4/1, 4/2, 4/3 3. Number of Students 44 Number of adults 4

4. Name and employee number of employee who will go on trip: Allison Cheng, Mageyle Nance, Semone Leifer

5. Substitute required? Yes No _____ How Many? 2 Source of funds _____

6. Time schedule required by school: Leave School Mar. 29, 2024 Arrive destination Mar. 29, 2024
 Leave destination Apr. 3, 2024 Return school 4/4/23

7. Duration of trip: Less than one day _____ One day _____ Overnight (If overnight, how many days?) 5

8. Method of transportation: School bus (indicate number required) _____ Walking _____ Automobile _____
 Public Carrier: airplane boat _____ bus _____ train _____ other _____ (explain) _____

9. Brief description of educational benefit to be derived from this activity. Please state specifically as an instructional objective (not required for athletic trips of Youth Services Activities) The students will perform at Carnegie Hall and a masterclass at Boulevard Carroll Music Studios

10. Source of funds for trip Choir ASB, Donations

NOTE: It is illegal to charge students or parents for participation in any activity for which ADA will be taken.

11. Have the locations of the nearest emergency facilities been obtained? Yes _____ No

12. Have forms for parent's or guardian's permission been obtained? Yes No _____

13. If hiking or camping activity:
 a. Have the ranger, sheriff, police or other emergency personnel been notified of intent to be in the area?
 Yes _____ No
 b. Has the area been checked for potential hazards? Yes _____ No
 c. Has the School Police Department been notified of the trip? Yes _____ No

APPROVALS:
 Principal or Asst. Principal: *[Signature]* Date: 1/18/24
 Board of Trustees* _____ Date: _____

* ONLY TRIPS INVOLVING SITES NOT ON APPROVED LIST MUST BE PROCESSED THROUGH THE PALISADES CHARTER HIGH SCHOOL BOARD OF TRUSTEES.