

Palisades Charter High School

REQUEST FOR APPROVAL OF SCHOOL-ORGANIZED TRIP FOR STUDENTS

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

Name of School: Palisades Charter High School Employee: Jeanne Saiza/Geoff Bowman Certified: 2 Non-Cert. _____

Telephone Number: (310) 230-6623 Grade levels (Circle): 9 10 11 12 OTHER _____

1. Destination: Irvine Marriott Are admission fees charged? Yes [X] No _____

2. Dates of Trips: April 21-22 2017 3. Number of Students: 20 Number of adults: 2

4. Name and employee number of employee who will go on trip: Jeanne Saiza & Geoff Bowman

5. Substitute required? Yes _____ No [X] How Many? _____ Source of funds _____

6. Time schedule required by school: Leave School: n/a Arrive destination: 8:30 Leave destination: 3:00 Return school: n/a

7. Duration of trip: Less than one day _____ One day [X] Overnight _____ (if overnight, how many days?): 1

8. Method of transportation: School bus (indicate number required) _____ Walking _____ Automobile: Private 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 Participate in JSA Convention (Spring State)

10. Source of funds for trip: Students/fundraising

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 [X] No _____

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

13. If hiking or camping activity: N/A

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 _____ Date: _____

Board of Trustees* _____ Date: _____

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