

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: Steve Engelmann Certified [x] Supervising trip: Steve Engelmann Non-Cert. [] Telephone Number: (310) 230-6623 Grade levels (Circle) 9 10 11 12 OTHER _____

- 1. Destination: Wind Wolves Preserve Are admission fees charged? Yes [] No [x]
2. Dates of Trips: 4/6 - 4/7 3. Number of Students: 12 Number of adults: 2
4. Name and employee number of employee who will go on trip: Steve Engelmann 612849 Jessica Elisha
5. Substitute required? Yes [] No [x] How Many? _____ Source of funds _____
6. Time schedule required by school: Leave School: 2:15 PM 4/6 Arrive destination: 4:30 PM 4/6 Leave destination: 4 PM 4/7 Return school: 6 PM 4/7
7. Duration of trip: Less than one day [] One day [] Overnight [x] (if overnight, how many days?): 2 days, 1 night
8. Method of transportation: School bus (indicate number required) [] Walking [] Automobile [x] 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 compete in the California Environment state competition demonstrating their knowledge on natural resource management strategies
10. Source of funds for trip: Booster Club, parent 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 [x] No []
12. Have forms for parent's or guardian's permission been obtained? Yes [x] 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 [x] No []
b. Has the area been checked for potential hazards? Yes [x] No []
c. Has the School Police Department been notified of the trip? Yes [x] No []

APPROVALS: Principal or Asst. Principal: [Signature] Date: 2/9/2018 Board of Trustees* _____ Date: _____

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