

## 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) Cheer Camp

Name of Employee \_\_\_\_\_ Certified   
 School: **Palisades Charter High School** Supervising trip Cathye M. Estes M. A. Non-Cert. \_\_\_\_\_  
 Telephone Number (310) 230-6623 Grade levels (Circle) 9 10 11 12 OTHER 9-12

1. Destination UC Irvine Are admission fees charged? Yes  No \_\_\_\_\_
2. Dates of Trips 7/26 7/29 2018 3. Number of Students 28 Number of adults 2
4. Name and employee number of employee who will go on trip: Cathye M. Estes M.A./Cheer Coach, Amber Yarbrough Cheer Coach
5. Substitute required? Yes \_\_\_\_\_ No  How Many? \_\_\_\_\_ Source of funds Fund Raising
6. Time schedule required by school: Leave School 8:00 AM Arrive destination 10:30 am  
 Leave destination 1:00 pm Return school 4:00 pm
7. Duration of trip: Less than one day \_\_\_ One day \_\_\_\_\_ Overnight \_\_\_\_\_ (if overnight, how many days?) 4
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 learn skills needed to better themselves as School Ambassadors as well as healthy eating, physical activity and communication skills. Lastly, this is a great way to rein problem solving, conflict resolution and improve communication skills.
10. Source of funds for trip Cheer training camp

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 \_\_\_\_\_ 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.