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**Field Trip and Extended Trip Policy**

The Foxborough Regional Charter School acknowledges that meticulously planned, well-conducted, and carefully supervised extended field trips offer a unique mode of learning that is relevant, challenging, and dynamic, providing educational experiences beyond the scope of the traditional classroom or extracurricular settings.

Extended field trips, which involve overnight stays, will be scheduled outside regular school hours, on weekends, or during school vacations, ensuring no disruption to structured class time. These trips must align with and reflect the district's curriculum, with the Executive Director or their designee responsible for assessing adherence to these criteria. Importantly, the school district will not bear the cost of extended field trips.

Notably, teachers and school personnel are prohibited from soliciting privately run trips through the school district. The Executive Director will review recommended trips, refraining from approving privately organized trips.

Participation in an extended field trip is a privilege, not a student's inherent right, and all rules and regulations outlined in the student handbook will be in effect throughout the trip. However, this policy does not encompass trips required for student participation in school-related tournament competitions or contests.

**I. Trip Approval Process for Extended Field Trips**

A. Preliminary Approval

Advisors must present a comprehensive trip proposal, outlining educational benefits and objectives in relation to the Massachusetts Curriculum Frameworks, as well as the educational value relative to cost. This proposal requires Preliminary Approval from the building principal and the Executive Director before being announced to students or parents/guardians. Preliminary approval authorizes advisors to assess student and parent interest, gather cost information, and evaluate the trip's feasibility.

B. Formal Approval

Contractual arrangements and trip-specific fundraising are only permissible after the Executive Director formally approves the trip. Approval must be secured at least five (5) months before the proposed extended field trip.

II. Finances

Advisors must make reasonable efforts to secure scholarships or alternative funding sources, ensuring equal opportunities for all students, regardless of financial constraints.

III. Travel Requirements:

A. Students with Disabilities: Full and equal opportunities must be provided for students with disabilities to participate in extended field trips.

B. Transportation:

The use of vans or private automobiles for extended field trips is prohibited. Commercial vendors or district transportation should be utilized for late-night or overnight trips.

C. Carrier Qualifications:

Commercial carriers must be licensed by the Federal Motor Carrier Safety Administration (FMCSA), with a safety rating of "satisfactory." Subcontractors may not be used without sufficient notice to the District to verify qualifications.

D. Trip Itineraries:

Sufficient time must be allowed in trip itineraries for drivers to rest, complying with federal hour-of-service requirements.

E. Background Checks:

The District shall obtain Criminal Offender Record Information (CORI) for all individuals with direct and unmonitored contact with students during extended field trips. Chaperones must comply with Chaperone Guidelines upholding all practices outlined and described as expectations /responsibilities.

F. Medication Administration:

If a student requires prescription medication during an extended field trip, administration must adhere to District policy.

G. Insurance:

Trip cancellation insurance and travel accident insurance must be purchased by all trip participants, including students, chaperones, and advisors.

H. Trip Cancellation:

The Executive Director or their designee retains the right to cancel any extended field trip up until the time of departure.

I. Students in Good Standing:

Participation in extra-curricular trips is considered a privilege, not a right, to enhance the overall educational experience for our students. FRCS offers a diverse range of trips and experiences and encourages students to engage in these opportunities.

To maintain eligibility for participation in off site and international trips, students must uphold good attendance records and exhibit positive behavior and citizenship, both during regular school hours and at related activities. Participation in these opportunities is a privilege reserved for students in good standing who are currently enrolled and attending FRCS. Students failing to meet these criteria may be excluded at the principal's or their designee's discretion.

Legal References: M.G.L. c.71, section 37N