

## Board Policy

Code No. 711.3R1

### STUDENT TRANSPORTATION FOR EXTRACURRICULAR ACTIVITIES REGULATION - FIELD TRIPS

**Several guidelines govern the use of field trips:**

1. All field trips must be related to the educational program offered by the Bettendorf Community School District. Field trips require the advance approval of the building principal and are subject to the availability of transportation vehicles. Field trip requests are submitted and processed electronically.
2. Each building principal will oversee a field trip budget with the Transportation Department maintaining a record of all field trips. No costs will be assessed to the students.
3. Generally, field trips are limited to the Quad-City area which includes Scott County Park (15-mile radius). Field trips outside the 15-mile radius may be taken with the approval of the Superintendent or designee. The building will be responsible for the expense of this trip, including, but not limited to, fuel, bus driver wages, and transportation expenses.

Field trips for those activities considered for culminating purposes are subject to the following criteria as well as building principal approval:

- Local destinations
- Relate to a culminating or transitional activity and purpose
- Relates to an educational purpose

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