

CALGARY SCIENCE SCHOOL SOCIETY

Policy Title: **Educational Field Trips and Outdoor Education Excursions** Policy No. **6.10**

Legal Reference: Calgary Science School Fees Policy 3.01
Youthsafe Outdoors Off-site Experience Safety Manual
Safety Guidelines for Physical Activity in Alberta Schools

RATIONALE: Providing students field experience is integral to an authentic and balanced program. Educational field trips and outdoor education excursions are an important part of the inquiry process; students are able to connect their learning to the world outside of the school and more fully understand their impact on the environment and society.

POLICY: The Board of the Calgary Science School supports engagement in educational field trips and outdoor education excursions by students, classes, or other school groups during and/or outside of school hours when such excursions have educational value and are an integral part of the school program.

DEFINITIONS

Field Trip – off site experience of one day or less in duration with no overnight.

Educational Excursion – any off site experience of more than one day in duration.

PRINCIPLES:

1. The Board authorizes the Superintendent/Principal to approve educational field trips and outdoor education excursions with due regard for the safety, well-being and educational benefit to the students involved, according to the procedures in *Administrative Process* in this policy.
2. School administration and teachers will take all necessary and reasonable steps and precautions to limit risk to students, chaperones and staff attending educational field trips and outdoor education excursions.
3. The Youthsafe Outdoors Off-site Experience Safety Manual and the processes and procedures therein will be used as a guide to school personnel in planning, preparing, and conducting educational field trips and outdoor education excursions.

4. Educational field trips and outdoor education excursions may be financially supported in part or whole by parents of eligible students, but no eligible student may be denied participation solely on the basis of inability to pay the cost.

First Reading June 24, 2008

Adopted November 25, 2008

Amended _____

PROCEDURES:

Appendix 4 details the school's Educational Field Trips and Outdoor Education Excursions procedures in the following areas:

1. Types of trips.
2. The administrative process.
3. Roles and responsibilities.
4. Access/eligibility of students for off-site experiences.
5. Trip planning.
6. Other board requirements.