

Request for Field Trip

Teacher's Name Denise Bell School Lake Road

Destination (include address) The Hermitage

The request is for a field trip listed in the current board-approved edition of the Obion County School District's Field Trip Manual

The request is for a field trip which is not listed in the current board-approved edition of the Obion County School District's Field Trip Manual

Grade Level (elementary) 4-8 Subject Area (secondary) PLUS class

1. How is this trip an integral part of an approved course of study? It goes along with some of the research projects we have done this year.
2. Prior to this field trip the class will be involved in the following preliminary activities to prepare for this trip:
 - a. We have researched Andrew Jackson
 - b. Some of our classes have reports on animals native to Tennessee
 - d. One of the grades worked on the Solar System
3. Follow-up activities for this unit will include the following activities:
 - a. The Hermitage - Comparing information from report.
 - b. " " Discussion of what life was like then
 - c. What new information did you learn about the Solar System.
 - d. Discuss the different animals and habitats.
4. Transportation Requested: 1 school bus with luggage storage.
5. Date of Trip: May 14 + 15
6. Substitutes Requested (if necessary): 1 for each day (if needed)
7. Parental Permission Forms Received: Received Prior to Trip
8. Plans of Students Not Going On Trip: An activity tied in with what we are scheduled to do that day.

Administrative Procedure

9. List of Chaperones (All High School trips must have 1 chaperone per 20 students. All Elementary trips must have 1 chaperone per 10 students. Overnight field trips require board-approved chaperones):

Denise Bell, Kellye Albright, Melinda
Wicker & Tammy Sneed

10. What is the total number of students going on the trip? up to 34

11. How much regular classroom instructional time will be missed? 2 days

12. What is the approximate cost of the trip per student? \$65

13. How are you funding the trip? fund raisers

14. Place a check by the expenses you plan to submit for reimbursement:

- (1) Registration
- (2) Meals
- (3) Lodging (include name of hotel and cost per night) _____
- (4) Mileage
- (5) Other anticipated expenses such as parking (specify) _____

Signed: Denise Bell
(Teacher Requesting Trip)

Date: 3/31/09

Approved By: [Signature]
(Signature of Principal)

Date: 3-31-09

Approved By: [Signature]
(Signature of Assistant Director of Schools)

Date: 3/31/09

Approved By: _____
(Signature of Director of Schools)

Date: _____

Approved by Board (if necessary): _____

Remarks or Conditions: _____

FIELD TRIP SCHEDULE

MAY 14 THURSDAY

8:00AM **LOAD BUS AT LAKE ROAD**

8:45AM **LOAD BUS AT SOUTH FULTON MIDDLE**

STOP FOR RESTROOM BREAK AT THE VISITORS STATION ON I-24

12:00 NOON **ARRIVE AT THE HERMITAGE**
EAT LUNCH

5:00PM **LEAVE TO GO TO**

6:00PM **THE ADVENTURE SCIENCE CENTER**

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CHECK IN

SUPPER (USUALLY PIZZA)

ACTIVITIES

12:00PM **BEDTIME**

6:00AM **WAKE-UP / BREAKFAST**

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8:00AM **LEAVE ADVENTURE SCIENCE CENTER AND GO TO THE**
NASHVILLE ZOO

11:30 **EAT LUNCH**

2:00PM **LEAVE TO GO HOME**
(RESTROOM BREAK)

5:00PM **ARRIVE AT SOUTH FULTON**

5:30PM **DEPART AT SOUTH FULTON**

6:00PM **ARRIVE AT LAKE ROAD**

PARENTS, PLEASE HAVE SOMEONE THERE
TO PICK YOUR CHILD UP ON TIME.