

*Returned

PUBLIC SCHOOLS OF BROOKLINE

APPLICATION FOR ALL **OUT-OF-STATE, OVERNIGHT** FIELD TRIPS

Before the trip is announced to students, please submit this form to the Superintendent of Schools:

(a) three (3) months in advance if the trip is within the United States, or

(b) six (6) months in advance if the trip is out-of-the country.

For clarity, all forms are to be word-processed, NOT handwritten. To maintain the formatting, delete the lines.

TRIP LOGISTICS:

1. Name of Field Trip: Boys Track & Field competition at Penn Relays
2. Educator Requesting Field Trip Approval: Michael Glennon
3. School: Brookline High School Grade Level: 9-12
4. Have you reviewed the *School Committee Policy I 3 a. for School Sponsored Field Trips*? YES
5. Have you reviewed the document "*Administrative Procedures for School Sponsored Field Trips*"? YES

*If you need copies of the documents for #4 and #5,
contact the Office of Teaching and Learning at 617-730-2432.*

6. What is your destination? University of Pennsylvania, Philadelphia, PA
7. What is the date and time you are leaving school? Thursday April 25, 2019 3 PM
8. What is the date and time you are returning to school? Friday April 26, 2019 8 PM
9. Do the dates of the trip conflict with any religious holidays or observances? No
10. How many days will students miss from school? 1
11. How are students being transported (school bus, chartered bus, plane, rail, etc)? VAN

*If students are traveling via bus, please complete the
Requirements for Field Trip Transportation via Bus form.*

12. How many students will be participating in the field trip? 4
13. What members of the student body are eligible for the trip? Boys Track & Field team
14. How are students selected to participate in this field trip? Boys Varsity 4 x 800 team that qualified
15. Where will students be staying? Marriott Courtyard
16. What are the names and cell phone numbers of the primary staff chaperones on the trip?

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Michael Glennon, 617-872-7247

17. Other than those listed in #16 above, what are the names and roles (teacher, parent, etc) of other adult chaperones who will be on the trip? NONE

EDUCATIONAL RELEVANCE

18. What is the purpose of the trip and how does it relate to Brookline's Learning Expectations (K-8) or BHS Course Syllabi? Purpose of the trip is to compete at a national level invitational to challenge the team

19. Describe activities planned before the trip to prepare students: Practice, trip itinary, trip rules

20. Describe activities planned after the trip for students to wrap-up/reflect: Race evaluation, trip survey

ACCESSIBILITY AND STUDENT SAFETY

21. To what extent does the field trip group reflect the diversity of the school population? What efforts will be undertaken to ensure that, to the greatest extent possible, the participants in this field trip reflect the diversity of the school population? To the extent that any student can participate on the track & field team, the trip is open to all students at the school. Since the trip is limited to the varsity 4 x 800 team that qualified - it is based on ability which can span across the diverse population at the school.

22. What measures are planned to ensure student safety on the trip, including chaperone coverage, student behavior contracts, etc. A behavior contract will be signed by the athletes.

23. What is the name and location of the medical facility closest to your destination? UPENN Hospital

24. Will students be swimming? (please note: if swimming is planned, parents must give explicit written permission for their child to swim; students who do not have this express written permission will not be allowed to swim) NO

25. If travelling outside of the United States, please attach the appropriate Department of State Advisory Review and Notification and a copy of Consular statement.

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FUNDING

26. What is the total cost of the trip? Please detail the major components of the trip below and provide a total. (*add/edit headings as necessary*)

Lodging	~ \$40/ATHLETE
Travel	~ \$20/ATHLETE
Meals	~ \$50
Admissions/Tickets	
TOTAL:	~ \$110

27. How will the field trip be funded? Trip will be 50% student funded 50% funded by team fundraising

28. What accommodations are made for students who cannot afford the expenses of this trip? Are partial and/or full scholarships available? Students will be offered partial to full scholarships if needed

29. If fundraisers are planned to help lower the cost of the trip for all students, please describe those plans here: The team holds annual fundraising including a car wash, working multiple road races and other events

*If you need any assistance as you complete this application,
please contact the Office of Teaching and Learning at 617-730-2432.*

Signatures:

Educator Requesting Field Trip Approval:  (for Mike Gleannon) Date: 4/2/19

Principal:  Date: 4/3/19