

ALLEGHANY COUNTY PUBLIC SCHOOLS

FIELD TRIP REQUEST FORM

SCHOOL Clifton Middle School CURRENT DATE 12/20/17

TEACHER/SPONSOR Lisa Hansford CLASS/GROUP 7th Grade

DATE(S) OF TRIP March 15, 2018-March 16, 2018 NUMBER OF STUDENTS Approximately 85

DESTINATION Washington D.C. NUMBER & NAMES OF CHAPERONES:
Lisa Hansford Jennifer Taylor
Madison Carter Garlynda Haynes
Candice Dupoise Josh Craft
Administrator Tina Fields

TIME LEAVING 6 AM Thursday, March 15, 2018 TIME RETURNING 9 PM Friday, March 16, 2018

EDUCATIONAL OBJECTIVES: (list by narrative & SOL, if applicable)

See Attached

*NUMBER OF BUSES Abbott will provide
(* K-5 = 45 students max.; 6-12 = 40 students max.; transit buses permit 6-10 additional students)

BUS DRIVER(S) n/a

*FUNDING SOURCE Fundraisers- See attached

APPROVED *Stake* DATE 12/28/17
Principal/Assistant Principal

APPROVED *Mary Jane Mutschpaugh* DATE 1/11/18
Director of Instruction

APPROVED _____ DATE _____
Supervisor of Maintenance and Transportation

APPROVED _____ DATE _____
Superintendent (Overnight/Out of state trips only)

NOTE: This form must be submitted to the Director of Instruction at least one week before the date of proposed in-state trips. It must be submitted at least eight weeks before the date of proposed out-of-state and/or overnight trips.