

Medicine Hat School District No. 76

601 - 1st Avenue S.W.

Medicine Hat, Alberta T1A 4Y7

FIELD TRIP APPROVAL FORM

EXHIBIT 770 E 001

Date Application Made: March 3, 2016

Name of Group/Team: **MHHS Concert Band**

School Applying: MHHS

Place to be Visited: San Francisco, USA

Depart on: April 13, 2017 at 7:00am
(date) (time)

Return on: April 23, 2017 at 11:00pm
(date) (time)

Transportation Arrangements: Culture Path Tours

Name(s) of Supervising Teachers: Teague Bates

Name(s) of Supervising Teachers with Current First Aid Training: Teague Bates

Board Financial Considerations

Date(s) Substitute Required: April 13

Total Number of Sub Days 1 X 3 /day = \$

Other Board costs: (x) ☐ Yes ☒ No

If yes, provide details:

Educational Guidelines Completed: (x) ☒ Yes ☐ No **Copy Attached:** (x) ☒ Yes ☐ No

Safety Preparation Completed: (x) ☒ Yes ☐ No

(signature of teacher in charge)

Educational Guidelines Examined and Approved by:

School Principal
(All field trips require Principal's approval)

Superintendent of Schools
(Trips outside city/province require Superintendent's approval)
(Trips outside country also require Board's approval)

Date approved: June 8/16

Date approved:

NOTE:

Forward ONE copy of approved field trip form and guidelines, if within city limits, to Superintendent.

Forward TWO copies of field trip application and guidelines, if outside city limits, to Superintendent.

One copy will be returned to the school upon approval from the Superintendent.

EDUCATIONAL GUIDELINES

(To be completed and submitted to the Principal at least two weeks prior to activity)

Description of Objectives of Activity:

Attend music clinics at the University of San Francisco and explore the San Francisco area.

Activity fits into the Music curriculum.

Planned Lead-Up Activities:

Collecting forms and fees, acquiring passports, doing police and child welfare checks, fundraising, rehearsing, discussing behaviour expectations and travel safety protocols, and preparing equipment.

Planned Follow-Up Activities:

Debrief the experience for student learning and with a view to improving future band tours.

Supervisors/Instructors: Number: 6

Names:	Qualifications:	Responsibilities:
Teague Bates	Teacher	Direct and supervise
Marsha Thompson	Teacher	Supervise
School administrator TBD	Administrator	Supervise
Parent Chaperones TBD (x3) (if more attach list)	Parent	Supervise

Student Behavioural Expectations: It is expected that students will:

Observe the code of conduct outlined in the student agenda as if on campus, especially as it pertains to drugs and alcohol, bullying and intimidation, and insubordination. Students will also show courtesy to music clinicians, air travel authorities, tour operators, supervisors and chaperones, etc.

Number of Students Participating: 50 Grades: 10-12

Teacher Co-ordinator is: Teague Bates

Number of Students per Supervisor: 8:1

Parent permission forms will be distributed on: September 15, 2016
(date)

To be returned on: September 22, 2016
(date)

Parents notified of risks involved: (x) ☒ Yes ☐ No