



Field Trip Policy

Moab Charter School will follow state and federal laws regarding field trips for students. All MCS parents/guardians are required to sign permission slips for their child to attend field trips that require vehicular transportation and the annual parent permission form for walking field trips. Field trip procedures are written to ensure the safety of all students.

All MCS students attending field trips, requiring transportation, will have a signed parent permission slip for the trip on file in the main office prior to the start of the trip. Field trip permission slips will have emergency contact information for each student. A field trip leader (who must be an MCS staff member) will have a list of student emergency contacts on their person at all times during a field trip with the following information: emergency names and phone numbers, student allergies, and other pertinent student's medical information.

Classroom parents, the MCS director, and administrative assistant must be notified, in writing, of any walking field trip at least one working day prior to the trip. Walking field trips that conflict with regularly scheduled specials, require at least one full week notice prior to date of trip. Only students with annual "blanket" permission slips on file with the main office may participate in walking field trips. Any teacher taking a class on a walking field trip must submit an attendance list designating all students who are participating, the time, the date, the destination, and the estimated time of return and carry student emergency contact information with them at all times during the field trip. The director will sign the attendance list and keep it on file.

Field trips requiring bus transportation can be coordinated with the Grand County School District for a fee. School bus transportation must be arranged a minimum of two months prior to departure. The USOE Department of Risk Management covers the insurance cost of public charter school students being transported on public school buses.