



NON-LOCAL, OVERNIGHT & EXTENDED FIELD TRIP APPLICATION (To be completed by Teacher/Advisor)

School CES Today's Date 12/11/23

Individuals/Group Involved 5th grade Number of Students approx. 84

Activity Outdoor Education

Destination Camp Orkila / Orcas Island

Departure Date 6-5-24 Return Date 6/7/24

Accommodations: Cabins

Source of Revenue: Grant / fundraising / family contributions

Fundraising Activities cookie dough

Individual Student Cost ~ \$100 Total Group Cost \$18,000

How was this activity/trip available to any interested and/or eligible student(s) emails, newsletters

How was this trip promoted to all interested/eligible students? "

Will any student(s) be excluded from this trip due to the inability to pay? no

Insurance (special coverages) X

Purpose of Trip (include the educational value) outdoor education

Has this trip been previously taken? X If yes, when? 2000-2023

List of chaperones and students MUST be attached to this form. (Chaperones must be of each gender if students of each gender are attending.) TBD

1. Additional information needed: _____
2. Insurance coverage to be arranged through the insurance office.
3. Parent permission and medical authorization forms go to the principal.
4. All district employees need to submit a travel request form.
5. Notify the school nurse.

[Signature]
Signature of Initiator

[Signature]
Signature of Building Principal

For Administration Use Only:

Board approval needed. Will be submitted on _____
Approved

Superintendent or Designee Signature _____ Date _____