



Simpson County School District Field Trip Request Form

Day _____ Overnight _____ Out of State _____

Teacher(s) submitting request: _____

School: _____ Date of Request: _____

Destination: _____

Date of Trip: _____

Departure Time: _____ Return Time: _____

Number of Students: _____ Transportation Mode: _____

Purpose of trip and how it supports the curriculum: _____

How will trip be funded? _____

Principal: _____ Date: _____

Superintendent: _____ Date: _____

All field trips must be approved by the Superintendent of Education.

****Overnight and out of state trips require School Board approval and must be submitted ten (10) days prior to the next scheduled school board meeting.****