

R 5850 SOCIAL EVENTS AND CLASS TRIPS

A. Approval

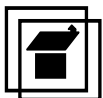
1. Requests for approval of a social event must be submitted in writing to the Building Principal not less than thirty working days before the activity is scheduled to occur.
2. Each request must include:
 - a. The name of the sponsoring organization,
 - b. The name of an adult representative of the organization who will assume responsibility for the activity (such as a club's faculty advisor),
 - c. The date on which the activity is to occur,
 - d. For a social event, the place in which it is to occur (if on school premises, the specific room or facility; if off school premises, the specific location with directions and a telephone number),
 - e. The group of pupils who will participate in the activity and the anticipated number of pupils,
 - f. The cost of the activity and the manner in which costs will be assessed or funds will be raised,
 - g. If appropriate, the insurance coverage for the activity, and
 - h. The number and names, to the extent they are known, of the chaperones appointed to the activity.
3. The Building Principal will consult the school calendar to determine whether the proposed activity will interfere with the instructional program or a social event or field trip given earlier approval. He/She will grant or deny the request within ten working days of its receipt.



4. The Building Principal will appoint a teaching staff member as responsible adult for each approved activity. In the absence of formal appointment, the adult designated on the request for approval will serve as responsible adult.
- B. Pupil Participation
1. Social events are not directly related to the curriculum and pupils are permitted to participate only in accordance with Policy No. 5850. Pupils on suspension are not eligible for participation.
 2. No minor pupil may participate in a social event that extends beyond the school day without the written, signed permission of the pupil's parent(s) or legal guardian(s). Permission slips will be distributed by the sponsoring organization not less than ten working days before the scheduled activity and signed slips will be delivered to the teacher and/or advisor no later than the day of the activity. Permission slips must include the following information:
 - a. The nature of the activity,
 - b. The date, time, and location of the activity,
 - c. The name of the sponsoring organization and the responsible adult,
 - d. The fee, if any, charged to the pupil for participation, and
 - e. Such information about the activity as may be necessary for the parent to evaluate the risk to his/her child (such as exposure to potential allergens).
- C. Pupil Conduct
1. Pupils who elect to participate in social events and their guests are subject to district rules for pupil conduct, including rules for conduct on buses. Infractions of rules will be subject to discipline in the same manner as are infractions of rules during the regular school program. Pupils shall obey the approved chaperones; disobedience to a chaperone will be tantamount to disobedience of a teaching staff member.
 2. The school dress code will apply to all social events unless expressly waived by the Building Principal.



3. Pupils who participate in approved field trips are subject to district rules for pupil conduct and must submit to the authority of assigned chaperones. Infractions of the rules will be subject to discipline in the same manner as are infractions of rules during the regular school program.
 4. A pupil who possesses or consumes alcohol or drugs in the course of a field trip will be deemed to have placed all other participating pupils at risk and shall be immediately dismissed from the trip. Any such pupil will be returned home by appropriate and safe means of transportation in the company of a chaperone, the pupil's parent(s) or legal guardian(s), or a representative of the pupil's parent(s) or legal guardian(s). Any expenses incurred by the dismissal will be the responsibility of the pupil and/or the pupil's parent(s) or legal guardian(s).
 5. The possession, use, and/or distribution of alcohol and/or drugs by any person and the presence of any person under the influence of alcohol or drugs are absolutely prohibited on any field trip. Violators of this rule will be disciplined in strict accordance with Policy No.5530.
- D. Chaperones
1. Each social event and class trip must be properly chaperoned by responsible adults.
 2. The organization sponsoring the activity is responsible for appointing and securing proper chaperonage, subject to the approval of the Building Principal.
 3. An appropriate number of police officers will be appointed to monitor activities if deemed necessary by the Building Principal.
 4. Chaperones who are not district employees serve as volunteers subject to Policy No. 9180 and will not be compensated by the Board for their services. The expenses incurred by chaperones in the course of the activity will not be borne by the Board.
 5. Chaperones should:
 - a. Arrive promptly at scheduled activity and, if possible, well in advance of the pupil participants;
 - b. Acquaint themselves with school rules of conduct and with the distinctions between minor and serious rule infractions (minor infractions are punishable by reprimands, conferences, and/or detention; serious rule infractions may involve the imposition of suspension);



- c. Circulate freely among the participants in order to detect any infractions of rules;
 - d. Frequently check lavatories, entrances, hallways and the like;
 - e. Correct pupils who engage in minor infractions of rules;
 - f. Report to a teaching staff member any serious infraction of rules that may require school discipline or the dismissal of a pupil from the activity;
 - g. Report immediately to a teaching staff member any person who may be under the influence of alcohol or drugs so that the teaching staff member can implement Regulation No. 5530; and
 - h. Report immediately to a teaching staff member or police officer any person who may have alcohol, drugs, contraband, or a weapon in his/her possession.
- E. Post-activity Requirements
- 1. The sponsoring organization is responsible for cleaning up any decorations and debris caused by the activity and left on school premises.
 - 2. The responsible adult will submit to the Building Principal a brief but reasonably detailed report of the activity, including the names of chaperones. The report should include a description of any event that resulted in a pupil's dismissal from the activity.
 - 3. Any funds collected will be deposited in the General Activities Fund and accounted for in accordance with Policy No. 6660.

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