



Field Trip Proposal Form

Please complete this field trip approval form before making any nonrefundable deposits or communicating with parents and students about the tentative trip. The bar for field trip approval is very high due to the limited instructional time we have with our students. Therefore, all field trips must either:

- Clearly enhance student understanding of core curriculum concepts or develop skills in the prescribed curriculum. This is not thematic only. It must be specifically enhancing our curricular objectives.
- Plainly provide opportunity to rightly order student affections for Christ and his Kingdom by moving the heart and the imagination in a manner not possible in the classroom. This must clearly be in service to our mission statement, Gryphon's weapons, or biblical concepts from the school's founding documents and curriculum.

Your supervisor will also consider the cost to benefit ratio and school calendar and staffing pressures when evaluating your proposal.

Please turn this completed form in to your direct supervisor at least four weeks before the trip date.

Today's Date _____ Teacher Name _____

Class/Grade Level Going on Trip _____

Trip Date _____ Trip Destination _____

Rationale (how this trip meets the criteria listed above) and how you will explicitly make connections to the criterion with your students. Include how you will assess the effectiveness of the trip. If needed, use separate sheet.

Transportation Method: _____

Cost per student: _____ Cost to school: _____

Supervisor Signature _____

Approve: Yes No If no, reason: calendar, rationale, cost, transportation, other