



SPRING VALLEY ACADEMY

KNOW FOLLOW SHARE JESUS

Field Trip Policy

Drivers: Anyone driving for a Spring Valley Academy field trip is required to fill out the *Volunteer Driver's Form* which must be resubmitted every year. The Ohio Conference requires a 100,000/300,000 policy. In addition, all drivers need to submit a copy of their state driver's license on file.

Volunteers: Any adult that accompanies a Spring Valley Academy field trip must have a current background check on file. This includes adults that meet the class at their field trip destination.

Cost: Any field trip that exceeds \$10.00 per person must have special permission from administration.

Students: Only students that are in the class giving the field trip may attend. A parent may bring along younger siblings that are not enrolled in Spring Valley Academy but must be able to chaperone other students as well.

Cars: Students that require a car seat must ride the bus or be in a designated passenger car with a car seat provided by their parent(s).

Bus: Non-SVA students cannot ride the bus.

Adult Age: The adult age for a volunteer field trip driver is 25. The adult age for chaperoning a field trip is 21.

Notification: Parents and teachers must be given a two week advanced notice of a field trip that is to take place.

Student/Chaperone Ratio: There should be a chaperone for every ten (10) students who attend a field trip.