

Field Trip Authorization Form

Name of Group/Team: Cape Elizabeth Baseball

Faculty/Staff member Making Request: Andrew Wood

Date(s) of Proposed Trip: 4/16 - 4/22 # of School Days: During vacation # Nights Away: 6

Destination: Vero Beach, Florida Distance (one-way): 1,463

Purpose/Benefit of Trip: Baseball - spring training

Transportation Arrangements: Flying out of Portland Jetport to Orlando. Renting Vans while we are there.

Students: 14 # Chaperones: 2 coaches School Staff: Parents/Other: Donna Peterson, Blaine Riggle, Brian Denison, Paul Godfrey, Shane Knowles, Trish Brigham.

Arrangements for Mixed Gender Supervision: N/A

Cost Per Student: 1,300

Description of any Fundraising: Magazine sales, Beach to Beacon.

Do all members of the group/team have an opportunity to participate? Yes No

If "no," describe circumstances:

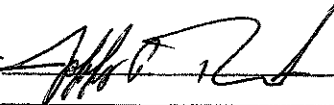
For overnight trips

All parent/other chaperones have attended volunteer training: Yes No

Date and time of pre-trip chaperone meeting:

For out-of-country trips

Travel and cancellation insurance arrangements (attach copy of contract with insurance and cancellation provisions highlighted):

Approvals:	
Principal or Athletic Administrator 	Date <u>11/21/14</u>
Superintendent _____	Date _____
School Board _____	Date _____
<i>Authorization Authority:</i> Principal/AA: in-state day trips; Superintendent: out-of-state trips w/n 125 miles, in-state trips requiring one-night stay; School Board: out-of-state trips beyond 125 miles, trips requiring 2 or more overnights; trips costing \$500 or more per student	