

PATTONVILLE SCHOOL DISTRICT

EPS Code: IICAB

District Code: IICB-R

NON-DISTRICT FIELD TRIPS AND EXCURSIONS

The District has an interest in assuring that students and their parents understand when it is not sponsoring programs, events, or trips in which teachers or staff are acting as organizers or leaders. No document or literature relating to such a program, event, or trip may be given to students or their parents during school hours on school property.

Teachers and staff members must not permit their district phone numbers or address to appear on such documents or literature. Teachers and staff members who are acting as organizers or leaders in such activity must insure that any document or literature includes the following disclaimer if the teacher or staff member identifies himself/herself in the document or literature as a teacher/staff member of the district or represents himself or herself as having any connection with the district:

Pattonville School District is not sponsoring or endorsing this program, event or trip. [Name of Pattonville employee involved] is acting on [his/her] own and not acting as a teacher or representative of the Pattonville School District. The school district has no affiliation with the program, event, or trip and takes no responsibility for [the employee] in connection with the program, event, or trip. The school district assumes no liability or responsibility for any conduct, injury, or action which occurs on the program, event, or trip.

The teacher/staff must provide to the building principal a copy of the document or literature given to a student or his/her parents prior to its dissemination.

Failure to follow this policy will result in discipline up to and including termination.

Adopted: March 18, 2003