

## **BP 4300      Field Trips and Excursions**

Reference:            ***Title 5, Section 55220; Board Policies 2410 and 2510***

Adoption Date:    December 18, 2001            Updated:    March 18, 2008

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The Chancellor, in a manner consistent with Board Policies 2410 and 2510, shall establish procedures for authorizing field trips and student travel~~that authorize the college administration to approve field trips and excursions~~ when used as devices for teaching and learning integral to the instructional or student services programs of the college. The Board shall approve in advance such trips that take students outside the state of California. Approval of the appropriate administrator shall be necessary for all other trips.

The Board does not endorse, support or assume liability in any way for any ~~staff member~~ employee of this District who does not follow established procedures for field trips and student travel. ~~takes students on trips not approved by the Board or appropriate administrator of the college.~~

District funds may be used to support student expenses for approved state and out-of-state field trips or excursions. The expenses of instructors, chaperones, and other personnel traveling with students may also be paid from District funds.

Students and ~~staff~~ District employees shall at all times adhere to the standards of conduct applicable to conduct on campus.