

University Preparation Charter School
at CSU Channel Islands
1099 Bedford Drive
Camarillo, CA 93010
(805) 482-4608

SCHOOL-SPONSORED FIELD TRIP/EXCURSION AUTHORIZATION

DEFINITION: School-sponsored trips include any trip or excursions made in conjunction with courses of instruction or school-related social, educational, cultural or athletic activity.

APPROVAL: Site Administrator approval is required for all trips no later than 10 days prior to the trip except for those requiring board approval. Board Approval is required at least one month prior to any trip:
(1) exceeding 200 mile one-way, (2) involving air transportation, (3) out of state, or (4) overnight.

TO BE COMPLETED BY CERTIFICATED PERSON IN CHARGE OF TRIP
(Please print legibly)

SCHOOL UPCS CLASSROOM #(s) _____
TEACHER(S) Colon, Bender, Sanchez, Licea GRADE(S) 8th
DESTINATION Washington D.C.
DEPARTURE DATE 04/03/23 TIME 5am RETURN DATE 04/08/23 TIME TBA
NUMBER OF MILES ONE-WAY: () Less than 200 miles (X) More than 200 miles
TRANSPORTATION METHOD(S) USED TO/FROM /AT DESTINATION (Check all that apply):
(X) Plane (X) Bus () Train () Private Vehicle Other: _____
LODGING TYPE, NAME AND LOCATION: TBA - in Virginia, D.C.
PURPOSE OF TRIP & RELATION TO COURSE OF STUDY
8th Grade Trip - U.S. History
DESCRIPTION OF ACTIVITIES Museums, historical monuments,
national treasures/sites
STUDENTS ANTICIPATED 75 MINIMUM # CHAPERONES REQUIRED 7/8

Adult/child ratio is a minimum of 1:10 except as follows: Wading in water: number to exceed 1:10 ratio as appropriate for safety. Swimming: Grades K-3 = 1:4; Grades 4-6 = 1:8; Grades 7-8 - 1:10. These ratios also apply to lodging where students are allowed access to pools/spas.
Watercraft Trips: 1:5, if adult's own child is with him/her, ratio is 1:4 (including the adult's child).

BOARD APPROVAL REQUIRED: Yes (X) No ()

I HAVE READ AND WILL ABIDE BY BOARD POLICY AND REGULATIONS FOR SCHOOL-SPONSORED TRIPS.

CERTIFICATED EMPLOYEE IN CHARGE [Signature] DATE 4/25/22

SITE ADMINISTRATOR APPROVAL

SITE ADMINISTRATOR: Approve () Deny ()
Signature [Signature] DATE 4/25/22

Cafeteria Notified ☐

A California Charter School
"Logramos Juntos—Together We Achieve"

Scanned to Sonia 4/25/22

Waitlist

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SCHOOL UPCS CLASSROOM #(s) ALL
TEACHER(S) _____ GRADE(S) 4/5
DESTINATION CIMI Catalina Island Marine Institute
DEPARTURE DATE TBD TIME _____ RETURN DATE TBD TIME _____
NUMBER OF MILES ONE-WAY: () Less than 200 miles () More than 200 miles
TRANSPORTATION METHOD(S) USED TO/FROM /AT DESTINATION (Check all that apply):
() Plane (X) Bus () Train () Private Vehicle Other: _____
LODGING TYPE, NAME AND LOCATION: _____
PURPOSE OF TRIP & RELATION TO COURSE OF STUDY 4th / 5th grade Curriculum
Key experience field trip
DESCRIPTION OF ACTIVITIES _____

STUDENTS ANTICIPATED _____ MINIMUM # CHAPERONES REQUIRED _____

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BOARD APPROVAL REQUIRED: Yes () No ()

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CERTIFICATED EMPLOYEE IN CHARGE _____ DATE _____

SITE ADMINISTRATOR APPROVAL

SITE ADMINISTRATOR: Approve () Deny ()
Signature _____ DATE _____

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(Please print legibly)

SCHOOL University Preparation Charter School CLASSROOM #(s) _____
TEACHER(S) PV Key Experience Trip GRADE(S) 2/3
DESTINATION Santa Cruz Islands
DEPARTURE DATE TBD TIME _____ RETURN DATE _____ TIME _____
NUMBER OF MILES ONE-WAY: () Less than 200 miles () More than 200 miles
TRANSPORTATION METHOD(S) USED TO/FROM /AT DESTINATION (Check all that apply):
() Plane (☒) Bus () Train () Private Vehicle Other: Boat
LODGING TYPE, NAME AND LOCATION: _____
PURPOSE OF TRIP & RELATION TO COURSE OF STUDY _____
DESCRIPTION OF ACTIVITIES _____

STUDENTS ANTICIPATED _____ MINIMUM # CHAPERONES REQUIRED _____

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SITE ADMINISTRATOR APPROVAL

SITE ADMINISTRATOR: Approve () Deny ()
Signature _____ DATE _____

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