

overnight  
File: IICA-F

ALLEGHANY COUNTY PUBLIC SCHOOLS

FIELD TRIP REQUEST FORM

SCHOOL Alleghany High School CURRENT DATE 2-28-18

TEACHER/SPONSOR Ms. Grimm CLASS/GROUP FCCLA

DATE(S) OF TRIP April 12-15 NUMBER OF STUDENTS 3

DESTINATION Virginia Beach, VA NUMBER & NAMES OF CHAPERONES:

- 1- Amanda Grimm
- ②- Stephen Hedges

TIME LEAVING 12:00 pm (Thursday) 4-12 TIME RETURNING 8:00 pm (Sunday) 4-15

EDUCATIONAL OBJECTIVES: (list by narrative & SOL, if applicable)

This is the FCCLA State Leadership Conference. These three students will be competing in the Culinary competition. They will also be attending sessions to help cultivate their leadership skills.

\*NUMBER OF BUSES - requesting a school division vehicle  
(\* K-5 = 45 students max.; 6-12 = 40 students max.; transit buses permit 6-10 additional students)

BUS DRIVER(S) - no bus driver needed

\*FUNDING SOURCE FCCLA account and CTE funds (per Jan Hobbs)

APPROVED [Signature] DATE 3-1-18  
Principal/Assistant Principal

APPROVED [Signature] DATE 3-1-18  
Director of Instruction

APPROVED \_\_\_\_\_ DATE \_\_\_\_\_  
Supervisor of Maintenance and Transportation

APPROVED \_\_\_\_\_ DATE \_\_\_\_\_  
Superintendent (Overnight/Out of state trips only)

NOTE: This form must be submitted to the Director of Instruction at least one week before the date of proposed in-state trips. It must be submitted at least eight weeks before the date of proposed out-of-state and/or overnight trips.