



6700.6: EXTRACURRICULAR SCHOOL-SPONSORED CLUBS AND ACTIVITIES, & INTERSCHOLASTIC ATHLETICS & ACTIVITIES - TRAVEL & TRIPS

Extracurricular school-sponsored clubs and activities, and interscholastic athletics and activities involving the transportation of participants or spectators in school-sponsored vehicles shall be subject to the following guidelines:

- I. All trips shall originate and terminate at the school.
- II. All school rules and the District's Standards for Student Conduct shall be in effect.
- III. Written approval of the student's parent or guardian must be secured prior to departure.
- IV. A trip permit may be signed by a student's parent or guardian and placed on file with the principal or designee for the school year.
- V. The principal or designee will arrange transportation for District interscholastic and extracurricular activities and athletics participants. Trips that are scheduled for a length of time beyond sixteen (16) hours, or which may require student involvement or transportation beyond 12:00 a.m., or which require overnight accommodations, shall not be approved unless the mode of transportation has a properly permitted or licensed driver who complies with the hourly driving limitations of Title 92, Nebraska Administrative Code, Chapter 91-004.07G. Certificated staff who are operating the transportation provided for interscholastic or extracurricular activities or athletics shall also comply with the hourly driving limitations of Title 92, Nebraska Administrative Code, Chapter 91-004.07G.
 - A. The coach or sponsor and principal or designee will ensure that the hourly driving limitations of Title 92, Nebraska Administrative Code, Chapter 91-004.07G are communicated to the provider of transportation prior to the start of the trip.
 - B. The coach or sponsor will ensure that the provider of transportation provides a written plan to the principal or designee prior to the start of the trip that adheres to the hourly driving limitations of Title 92, Nebraska Administrative Code, Chapter 91-004. 07G.
 - C. The time of departure for the trip shall be no earlier than 5:00 a.m. on the starting day of the trip. Exceptions to this time of departure must have the prior approval of the Executive Director of Activities, Athletics, and External Affairs.
 - D. When the anticipated time of departure for the trip is earlier than 6:00 a.m. on the day of the event, the

trip shall be subject to the following guidelines:

1. The time of departure must have the prior approval of the Executive Director of Activities, Athletics, and External Affairs, or
2. The coach or sponsor must arrange for the overnight accommodations of the students, drivers, chaperones, and coaches or sponsors involved on the trip for the night prior to the event, and
3. The overnight accommodations must be reserved prior to the start of the trip and will follow the overnight travel and trip guidelines.

E. The time of arrival on the return date of the trip shall be no later than 12:00 a.m. on the day of the event. When the anticipated time of arrival on the return date of the trip is later than 12:00 a.m., that time must have the prior approval of the Executive Director of Activities, Athletics, and External Affairs

F. When the anticipated time of arrival for the trip is later than 12:00 a.m. on the day of the event, the trip shall be subject to the following guidelines:

1. The coach or sponsor will arrange for the overnight accommodations of the students, drivers, chaperones, and coaches or sponsors involved on the trip for the concluding night of the event. Those involved on the trip will return to the school on the next day, and
2. The overnight accommodations must be reserved prior to the start of the trip, and
3. The coach or sponsor will follow the overnight travel and trip policies and rules, or
4. Upon the arrival to the school the students involved on the trip shall leave the school by means other than walking. A certificated staff member of the school will remain in a designated area at the school with the students involved on the trip until all of those students have left the school.
 - a. The designated area at the school is subject to approval by the principal or designee.

- b. The designated area at the school will be communicated to the parents/guardians of the students involved on the trip prior to the trip.
 - c. Students on the trip are to remain in the designated area of the school until they are released by the certificated staff member.
 - d. The name(s) of any person(s) other than the parents/guardians of the students involved on the trip who will retrieve the student(s) after arrival to the school must be provided to the coaches or sponsors prior to the trip.
 - e. The person(s) retrieving the students at the conclusion of the trip must come to the designated area at the school for the trip to retrieve the students.
 - g. Any exceptions to these guidelines must have the prior approval of the Executive Director of Activities, Athletics, and External Affairs.
- VI. The coach or sponsor, in consultation with the principal or designee, may give a student permission to use alternate transportation.

Date of Adoption

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August 23, 1999

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May 5, 2008

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Related Policies and Rules

[6700: Co-Curricular Activities](#)

[6700.1: Extracurricular School Sponsored Clubs & Activities - Approval Procedures & Criteria](#)

[6700.2: Interscholastic Athletics and Activities - Approval Procedures & Criteria](#)

[6700.3: Extracurricular School-Sponsored Clubs & Activities, and Interscholastic Athletics & Activities – Administration](#)

[6700.4: Extracurricular School-Sponsored Clubs and Activities, & Interscholastic Athletics and Activities – School Social Events](#)

[6700.5: Extracurricular School-Sponsored Clubs and Activities & Interscholastic Athletics and Activities – Intramural Athletics](#)

[6700.7: Extracurricular School-Sponsored Clubs and Activities, & Interscholastic Athletics & Activities - Travel & Trips - Overnight Travel and Trips Guidelines - Middle Schools](#)

[6700.8: Extracurricular School-Sponsored Clubs and Activities, & Interscholastic Athletics & Activities - Travel & Trips - Overnight Travel and Trips Guidelines - High Schools](#)