



### NON-LOCAL, OVERNIGHT & EXTENDED FIELD TRIP APPLICATION (To be completed by Teacher/Advisor)

School STANWOOD HIGH SCHOOL Today's Date 7/21/23

Individuals/Group Involved SHS CROSS COUNTRY Number of Students 18 or 24

Activity WE would like to attend Nike XC Portland meet

Destination PORTLAND, OREGON

Departure Date SEPTEMBER 29<sup>th</sup>, 2023 Return Date SEPTEMBER 30<sup>th</sup>, 2023

Accommodations: HOTEL STAY - FOUR POINTS SHERATON

Source of Revenue: CROSS COUNTRY BOOSTER CLUB ACCOUNT/PARTIAL STUDENT

Fundraising Activities THE MONEY IS ALREADY COVERED BY OUR CURRENT ACCOUNT.

Individual Student Cost \$40 (TBD) Total Group Cost \$2254

How was this activity/trip available to any interested and/or eligible student(s) YES

How was this trip promoted to all interested/eligible students? ALL Athletes will be notified.

Will any student(s) be excluded from this trip due to the inability to pay? NO

Insurance (special coverages) SCHOOL coverage

Purpose of Trip (include the educational value) we will be attending the Nike Cross Country Invitational held at Clackamas college, THERE will be 80+ teams in ATTENDANCE.

Has this trip been previously taken? NO If yes, when? N/A

**List of chaperones and students MUST be attached to this form.** (Chaperones must be of each gender if students of each gender are attending.)

1. Additional information needed: \_\_\_\_\_
2. Insurance coverage to be arranged through the insurance office.
3. Parent permission and medical authorization forms go to the principal.
4. All district employees need to submit a travel request form.
5. Notify the school nurse.

Michael S. Evans / Head XC  
Signature of Initiator

[Signature]  
Signature of Building Principal

For Administration Use Only:

Board approval needed. Will be submitted on \_\_\_\_\_  
Approved

Superintendent or Designee Signature \_\_\_\_\_ Date \_\_\_\_\_