

APPENDIX C  
**Brainerd Public Schools #181**

Extended Field Trip  
Rules of Conduct Student and Parent Agreement  
Travel Within and Outside of the United States of America

*All participants, including students age 18 or older, who have elected to join a school-sponsored field trip, shall adhere to all policies of the Brainerd School Board of Education, Minnesota State High School League Rules, and any other rules introduced out of necessity during the course of the trip.*

**The above policy, guidelines and rules shall supersede guidelines issued by non-school organizations such as a tour organizing group or travel agency.**

1. All Brainerd Board of Education policies, administrative guidelines, school rules, and Minnesota State high School League rules governing adult and student behavior apply to student field trips.
2. The use of alcoholic beverages and tobacco in any form is prohibited regardless of age of the student.
3. The use of marijuana or other controlled substances is prohibited.
4. Possession or carrying of knives, firearms, or any other weapon is prohibited.
5. Hitchhiking and the rental or driving of motorized vehicles (for example, motorbikes or snowmobiles) is prohibited.
6. Abusive language and/or conduct endangering the health and safety of participants and others are prohibited. (For example, swearing and fighting are not allowed.)
7. Visitors or group members of the opposite sex are not permitted into each other's rooms.
8. Respectful behavior and good manners are expected from everyone, both to represent our school and district in a positive light and to maintain positive relationships among adult and student members of the group, parents/guardians, and hosts.
9. All scheduled activities in the program are obligatory:
  - Students are to be punctual;
  - A student who is ill or injured must immediately inform his or her chaperone;
  - Students are expected to pay careful attention to their health needs, including getting enough sleep, keeping clean, and wearing dry clothing.
10. To ensure a reasonable state of alertness for the following day's activities, evening curfew hours will be set by the staff member in charge and strictly observed by all students, including those 18 years of age and older.

11. A “buddy system” will be employed throughout the trip. Participants are expected to know where their “buddies” are at all times. No student shall leave the group or group’s headquarters at any time during the trip without an authorized chaperone.
12. The parent/guardian of any student carrying a prescription/nonprescription medication will be required to provide for nursing service, 24 hours prior to a field trip, Physician orders for Prescription Medication and Parent Authorization and/or Authorization of Administration of Non-prescription Medications as defined by the District medication administration policy. Written information for side effects and adverse reactions must also be included.
13. Whenever a student is in doubt about what to do, he/she is expected to seek advice from the staff member in charge or from a chaperone.
14. At all times, participants are to carry their passports (for international trips) or picture id, any necessary medical information, and emergency phone numbers designated by parents/guardians.
15. If there are serious infractions of rules of conduct or violations of the law, a student maybe sent home at the parent/guardian’s expense. This decision will be made after the staff member in charge has consulted with the student, the principal, and the student’s parent/guardian.
16. We further agree that we will indemnify and hold harmless Independent School District #181, its officers, volunteers, employees and agents from all claims, causes of action, lawsuits, damages, losses or expenses including attorney’s fees arising out of or resulting from any acts or performances that are not caused by the direct negligence or intentional act of Independent School District #181.

I agree to abide by the rules and regulations stated above and to accept other decisions on appropriate behavior made by the adult(s) in charge of the extended field trip program.

Signature of Student: \_\_\_\_\_ Date: \_\_\_\_\_

I agree to the above rules and regulations which will govern my son’s/daughter’s conduct while on this extended field trip program, as well as other decisions on appropriate behavior which may be made by the adult(s) in charge of this program.

Signature of Parent/Legal Guardian: \_\_\_\_\_ Date: \_\_\_\_\_