

# REGULATION

## BOARD OF EDUCATION HIGH POINT REGIONAL

NO. R#5850

Pupils  
Page 1 of 5  
Social Events and Class Trips

### 5850 SOCIAL EVENTS AND CLASS TRIPS

- A. Approval
1. Requests for approval of a social event or class trip must be submitted in writing to the Administration not less than thirty days before the activity is scheduled to occur.
  2. Each request must include
    - a. The name of the sponsoring organization;
    - b. The name of an adult representative of the organization who will assume responsibility for the activity (such as a club's faculty advisor);
    - c. The date on which the activity is to occur;
    - d. For a social event, the place in which it is to occur (if on school premises, the specific room or facility; if off school premises, the specific location with directions and a telephone number.
    - e. For a class trip, the proposed itinerary, with specific locations of any proposed stops, including telephone numbers, and the planned means of transportation.
    - f. The group of pupils who will participate in the activity and the anticipated number of pupils;
    - g. The cost of the activity and the manner in which costs will be assessed or funds will be raised;
    - h. If appropriate, the insurance coverage for the activity; and
    - i. The number and names, to the extent they are known, of the chaperones appointed to the activity.
    - j. Prior to any over night trip, a parent meeting must be held to review itinerary, rules and expectations.
  3. The appropriate administrator will consult the school calendar to determine whether the proposed activity will interfere with the

# REGULATION

## BOARD OF EDUCATION HIGH POINT REGIONAL

NO. R#5850

Pupils  
Page 2 of 5  
Social Events and Class Trips

---

instructional program or a social event or class trip given earlier approval. He or she will grant or deny the request within seven days of its receipt.

4. The administrator will appoint a teaching staff member as responsible adult for each approved activity. In the absence of formal appointment, the adult designated on the request for approval will serve as responsible adult.

### B. Pupil Participation

1. Social events and class trips are not directly related to the curriculum and pupils are permitted to participate only in accordance with Policy No. 5850. Pupils on suspension or pupils who have been assigned detention on the day of the activity are not eligible for participation. Pupils who have been suspended during that school year may be excluded pending appeal to the Administration.
2. No minor pupil may participate in a social event or class trip that extends beyond the school day or takes place away from school premises without the written, signed permission of the pupil's parent. Permission slips must include the following information:
  - a. The nature of the activity;
  - b. The date, time, and location of the activity;
  - c. The name of the sponsoring organization and the responsible adult;
  - d. The fee, if any, charged to the pupil for participation; and
  - e. Such information about the activity as may be necessary for the parent to evaluate the risk to his or her child (such as exposure to potential allergens).

### C. Pupil Conduct

1. Pupils who elect to participate in social events and class trips and their Guests are subject to district rules for pupil conduct, including rules for conduct, including rules for conduct on buses. Infractions of rules will be subject to discipline in the same manner as are infractions of rules during the regular school program. Pupils shall obey the approved chaperones; disobedience to a chaperone will be tantamount to disobedience of a teaching staff member.
2. The school dress code will apply to all social events and class trips.

# REGULATION

## BOARD OF EDUCATION HIGH POINT REGIONAL

NO. R#5850

Pupils  
Page 3 of 5  
Social Events and Class Trips

---

3. Pupils who violate rules of conduct in the course of a class trip away from school may be dismissed from the trip and sent home in accordance with procedures established for the dismissal of pupils from field trips in accordance with Policy No.2340.
  4. Pupils who elect to attend a social event or class trip are expected to participate; pupils who attend merely to loiter on the perimeter of the activity (such as outside the facility or in parked cars or the like) will be dismissed from the school premises.
  5. The possession, use, and/or distribution of alcohol and/or drugs by any person and the presence of any person under the influence of alcohol or drugs are absolutely prohibited at any school sponsored social event or class trip, regardless of the location of the activity. Violators of this rule will be disciplined in strict accordance with Policy Nos. 5530 and 5533.
- D. Chaperones
1. Each social event and class trip must be properly chaperoned by at least one teaching staff member.
  2. The organization sponsoring the activity is responsible for appointing and securing proper chaperonage, subject to the approval of the Administration.
  3. An appropriate number of police officers will be hired for monitoring events, when it is deemed necessary. They shall be paid for by the sponsoring organization.
  4. Chaperones should
    - a. Arrive promptly at scheduled activity and, if possible, well in advance of the pupil participants;
    - b. Acquaint themselves with school rules of conduct and with the distinctions between minor and serious rule infractions (minor infractions are punishable by reprimands, conferences, and/or detention; serious rule infractions may involve the imposition of suspension);
    - c. Circulate freely among the participants in order to detect any infractions of rules;

# REGULATION

## BOARD OF EDUCATION HIGH POINT REGIONAL

NO. R#5850

Pupils  
Page 4 of 5  
Social Events and Class Trips

---

- d. Frequently check lavatories, entrances, hallways and the like;
- e. Correct pupils who engage in minor infractions of rules;
- f. Report to a teaching staff member any serious infraction of rules that may require school discipline or the dismissal of a pupil from the activity;
- g. Report immediately to a teaching staff member any person who may be under the influence of alcohol or drugs so that the teaching staff member can implement Regulation No. 5530; and
- h. Report immediately to a teaching staff member or police officer any person who may have alcohol, drugs, contraband, or a weapon in his or her possession.

### E. Rules for Social Events

- 1. Events are scheduled for the benefit of High Point Regional High School students. From time to time guests will be allowed but will be required to register in advance.
- 2. When students arrive at or leave any event they have to do so promptly. There is to be no loitering on school grounds.
- 3. When an individual leaves an event she/he may not return.
- 4. There is no smoking permitted at any school sponsored social event.
- 5. Dress acceptable as normal school attire is to be worn unless otherwise specified.
- 6. Any student absent from school on the day of a social event may not attend that event. Students arriving to school after 11:15 a.m. and students leaving before 11:15 a.m. are also not allowed to attend the event.
- 7. No one is permitted in any part of the building other than the area where the activity is being held.

### F. Post-activity Requirements

- 1. The sponsoring organization is responsible for cleaning up any decorations and debris caused by the activity and left on school premises.

# REGULATION

## BOARD OF EDUCATION HIGH POINT REGIONAL

NO. R#5850

Pupils  
Page 5 of 5  
Social Events and Class Trips

---

2. The responsible adult will submit to the Administration a brief but reasonably detailed report of the activity, including the names of chaperones. The report should include a description of any event that resulted in a pupil's dismissal from the activity
3. Any funds collected will be deposited in the General Activities Fund and accounted for in accordance with Policy No. 6660.

Adopted: 18 December 1995  
Revised: January 21, 2008