

REQUEST FORM FOR OVERNIGHT OR OUT-OF-STATE FIELD TRIPS

This form must be completed by the trip supervisor and returned to the appropriate school administrator at least four weeks in advance of the trip. *NOTE: The Superintendent has the authority to approve trips that occur before the next scheduled School Board meeting.*

All applicable items must be completed before submitting to the appropriate school administrator.

West Lafayette Junior-Senior High School
 Cumberland Elementary
 Happy Hollow Elementary

Destination Wheaton College
Destination UDA Camp
Destination _____

Date of Request 5/15/25 Beginning and Ending Dates of Trip 6/10/25 - 6/13/25

Signature of Supervising Staff Member Laura Wilkinson Organization WLHS Dance Team

Administrators' approval [Signature] Date 5/19/25

TRIP INFORMATION

Destination of Trip (be specific) Wheaton College, 501 College Ave., Wheaton, IL 60187

Trip will be (Circle one or both) Overnight Out-of-State

Reason for Trip Attend UDA Camp

Number of instructional minutes lost N/A

Describe the specific educational goal(s) or state standards that this activity will help students attain. Dancers will learn many routines that will be utilized during the 2025-2026 school year. They will also learn technique, skills, tricks, safety measures, etc.

Describe how this activity will help attain school improvement goals. This camp will challenge the dancers and help them gain confidence while learning amazing choreography and valuable skills to represent

Describe why this activity cannot occur without interrupting the instructional day. our school with

N/A RIP

For overnight trips: Describe why this activity cannot occur without an overnight stay. This is an overnight camp and promotes team bonding throughout the stay.

Method of Transportation: City/Yellow bus Driver _____
Others(es) _____ Others company _____