INSTRUCTION

Senior High Trips and Proms

I. Senior class trips and junior—senior proms are viewed as desirable highlights in a student's public school life. Students and staff are encouraged to maximize these opportunities to ensure a safe but happy occasion(s) in the lives of our students.

II. Senior Class Trips

Senior high principals shall permit a "senior class trip" under the following provisions:

A. Limited to members of the senior class and their faculty/parent chaperons.

B. There shall be no overnight trips. The trip shall be limited to an approximate 18-hour time period (6 a.m. to 12 midnight).

C. Travel distances shall not exceed approximately three hours driving time one way.

D. Cost is restricted to monies available in the senior class fund plus a reasonable individual charge.

E. The principal must be assured of responsible student conduct, safety of travel to and from the site selected in addition to an appropriate site locale.

F. Class seniors who do not elect to participate may be given, with parental permission, an excused absence in order to pursue other legitimate interests.

G. Sufficient faculty/parent chaperons shall be provided. Travel vehicles shall be limited to either school bus transportation and/or public bus transportation unless an exception(s) is specifically approved by the principal for the use of private auto(s).

H. Parent/guardian permission is required in writing.
I. Principals and their staff are encouraged to develop appropriate rules for student conduct in advance of the trip. These rules shall supplement other division-wide requirements and shall be reviewed with class members in advance of the trip. Appropriate disciplinary measures shall be taken as required.

J. Normally, the trip will occur on a Friday.

Senior high principals may void/cancel/postpone the class trip in unusual situations. When this decision is under consideration, the principal shall contact the appropriate Area Associate Superintendent prior to taking any final action. Examples of unusual situations could include:

A. Insufficient class monies to meet the financial requirements of the trip.

B. Non-availability of bus transportation.

C. Sizable numbers of seniors participating in unauthorized absences such as "senior skip days."

D. Adverse travel conditions.

III. Junior-Senior Class Prom

Senior high principals shall permit a junior-senior class prom under the following conditions:

A. Attendance limited to members of the junior-senior class, their dates, and faculty/parent chaperons.

B. Appropriate rules for student conduct shall be developed and reviewed with students in advance of the prom. Responsible disciplinary measures shall be enforced. Provisions shall be made for reasonable security and safety.

C. Members of the sponsoring junior class shall vote as to whether or not the prom is to be conducted on the school site or elsewhere in the Northern Virginia area.

D. If the prom is conducted away from school, principals must be assured of a responsible and safe locale.
E. Cost of the prom is restricted only to monies available in the class treasuries and/or a reasonable individual charge. Each junior class is responsible for financing, conducting and arranging the prom under the principal's direction. Principals and students are encouraged to minimize costs in order to ensure maximum student participation.

F. Normally, the prom will occur on a Friday or Saturday evening between the hours of 8:00 p.m. to 1:00 a.m. Parents and students shall be informed that the responsibility of school officials ends at the conclusion of the prom.

G. Expenditures for each high school to be determined by principals and Division Superintendent or his designee. Senior high principals may void/cancel/postpone the prom in unusual situations. When this decision is under consideration, the principals shall contact the appropriate Area Associate Superintendent prior to taking any final action. Examples of unusual situations could include:

A. Insufficient class monies available to meet projected expenditures.

B. Public disturbances, unrest, natural disasters, etc., occurring in the prom site area.

C. Failure of class officers/members to meet reasonable planning requirements, cooperation with the staff and reasonable coordination efforts.

The principal and appropriate area associate superintendent are responsible for the implementation and monitoring of this regulation.