INSTRUCTION

Senior Trips and Proms

I. Senior class trips and junior-senior proms are viewed as desirable highlights in a student’s life. Students and staff are encouraged to maximize these opportunities while ensuring they are safe and meaningful.

II. Senior Class Trips

High school principals may permit a “senior class trip” under the following provisions:

A. Limited to members of the senior class and their faculty and parent chaperones. Seniors for this activity are defined as students that are expected to graduate in the current school year, including summer graduations.

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

C. The principal shall be assured of responsible student conduct and safety of travel to and from the site selected. The principal is responsible for making sure appropriate supervision is provided on the trip.

D. Sufficient faculty and parent chaperones shall be provided and will be determined by the principal. Travel vehicles shall be limited to either school bus transportation and/or public transportation unless an exception(s) is specifically approved by the principal for the use of private automobile(s), airplanes, or trains.

E. Parent or guardian permission is required in writing.

F. The principal (or designee) is responsible for developing appropriate rules for student conduct in advance of the trip. The rules for student conduct shall be determined in advance of the trip. The rules shall supplement the Prince William County Public Schools (PWCS) “Code of Behavior” and shall be reviewed with students in advance of the trip. Appropriate disciplinary measures shall be taken if a student misbehaves.

G. Principals may void, cancel, or postpone the class trip in unusual situations. When this decision is under consideration, the principal shall contact the Associate Superintendent for High Schools prior to taking any final action. Examples of usual situations include:
1. Insufficient class monies to meet the financial requirements of the trip;

2. Non-availability of bus transportation;

3. Sizable numbers of seniors participating in unauthorized absences such as “senior skip days”; and

4. Adverse travel conditions.

III. Junior-Senior Class Prom

Principals shall permit a junior-senior class prom under the following conditions:

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

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

D. 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 to ensure maximum student participation.

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

F. Expenditures for each high school are to be determined by the principal and the Superintendent (or designee).
IV. High school principals may void, cancel, or postpone the prom in unusual situations. When this decision is under consideration, the principals shall contact the Associate Superintendent for High Schools 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; and

C. Failure of class officers/members to meet reasonable planning requirements, cooperate with the staff, and reasonably coordinate efforts.

The Associate Superintendent for High Schools and the Associate Superintendent for Student and Professional Learning (or designee) are responsible for implementing and monitoring this regulation.

This regulation and related policy shall be reviewed at least every five years and revised as needed.