

**FIELD TRIP/SCHOOL BUS REQUEST FORM  
WINSTON COUNTY BOARD OF EDUCATION  
Double Springs, AL**

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SCHOOL/DEPARTMENT \_\_\_\_\_ DATE \_\_\_\_\_

TO: \_\_\_\_\_ Principal/Supervisor

SUBMITTED BY: \_\_\_\_\_  
Signature(s)      **TEACHER/SPONSOR**                      **SCHOOL NURSE**

Check: ( ) Within County ( ) Out-of-County ( ) Out-of-State

TYPE OF FIELD TRIP: ( ) Academic (Other than Athletic/Band/Music)  
( ) Athletic ( ) Band ( ) Music ( ) Other

\_\_\_\_\_                      \_\_\_\_\_                      \_\_\_\_\_  
Date of Trip                      Subject Area or Sport/Music Category                      Grades(s)

\_\_\_\_\_                      \_\_\_\_\_                      \_\_\_\_\_                      \_\_\_\_\_  
Number of Students                      Number of Chaperons                      Destination                      Date Lunchroom Notified

\_\_\_\_\_                      \_\_\_\_\_                      \_\_\_\_\_  
Departure Time                      Return Time                      Distance One Way (From School) (To School) (Estimated)

MODE OF TRANSPORTATION:( ) School Bus ( ) Commercial Bus ( ) Cars ( ) Walk

If School Buses Are Requested, Indicate Number \_\_\_\_\_ Driver \_\_\_\_\_

EDUCATIONAL OBJECTIVE(S) AND/OR PURPOSE (ACADEMIC, ATHLETIC, BAND, MUSIC)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

APPROVED/DISAPPROVED    APPROVED/DISAPPROVED    APPROVED/DISAPPROVED

\_\_\_\_\_  
Principal/Supervisor                      Transportation Supervisor                      Superintendent

\_\_\_\_\_  
Date                      Date                      Date

**2/22/07**