

# 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

Destination Penn HS

Cumberland Elementary

Destination 56100 Bittersweet Rd

Happy Hollow Elementary

Destination Mishawaka, IN 46545

Date of Request 1-30-24

Beginning and Ending Dates of Trip 3/1/24 – 3/3/24

Signature of Supervising Staff Member 

Organization HS Robotics

Administrators' approval 

Date 1/30/24

## TRIP INFORMATION

Destination of Trip (be specific) Plainfield District Competition

Trip will be (Circle one or both)

Overnight

Out-of-State

Reason for Trip

Westside Boiler Invasion Robotics Team (FRC 461) will compete in a district competition.

Number of instructional minutes lost: 0 – bus leaves after school on Friday

Describe the specific educational goal(s) or state standards that this activity will help students attain.

Students will gain first hand and workplace applicable experience in Industrial Design and Computer Science by constructing a fully automated and functional device (robot). Students will maintain and operate their pre-constructed device in real-time competition and cooperation with other teams.

Describe how this activity will help attain school improvement goals.

In addition to the above, students will cooperate and compete with teams from other schools, fostering inter-school comradery and gaining valuable, interpersonal networking experience!

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

n/a

For overnight trips: Describe why this activity cannot occur without an overnight stay.

Competitions are held on multiple days at a venue too far from West Lafayette for a feasible daily commute.

Method of Transportation: Mini bus(es)  Driver(s) TBD  
City/Yellow bus  Driver TBD  
Charter  Charter Company