



## OCDSB 652: Out-of-School Activities Proposal Plan

<b>Trip Details</b>	
School:	School Phone:
Lead Trip Supervisor/Teacher(s):	Class/Subject Area:      Grade:
Educational Purpose of Field Trip:	
Date of Field Trip:	OSBIE Risk Categorization:
<b>Departure</b>	<b>Return</b>
Time:	Time:
Via:	Via:
To:	Place:
<b>In case of late return or other inquiries</b>	
Contact:	
Phone:	
Learning Activities (provide specific details, including time blocks):	

<b>Supervision</b>	
Supervisor Name(s):  Number of Students: Number of Staff: Number of Volunteers: Ratio:	Supervisor Responsibilities:
<b>Expenditures</b> Transportation: \$ Accommodations: \$ Meals: \$ Rentals: \$ Admission: \$ Other:  Other total: \$ Total Expenditures: \$	<b>Revenues</b> Student Levy: \$ Fundraising: \$ Board Support: \$ Other:  Other Total: \$ Total Revenues: \$

<b>Athletics Information</b>	
Name of School:	Sport/Team:
<b>Coaches</b>	
Name:	Teacher Non-Teacher
Name:	Teacher Non-Teacher
Name:	Teacher Non-Teacher
<b>Description of Season</b>	
From:	To:
Details (practices, league competitions/meets, tournaments, other):	
<b>Regular School Program</b>	
Coverage arrangements for teachers on trip:	
Program for students who will remain in regular school program:	
Arrangements for students who miss regular classes due to trip participation:	

Submitted By:

Signature: \_\_\_\_\_

Date:

Principal:

Signature: \_\_\_\_\_

Date:

School: