

Supervision of Students in School Sponsored Activities Policy

Purpose

Vista School encourages students to participate in a variety of extracurricular activities and recognizes the many benefits to students who engage in such activities. Participation in extracurricular activities is a privilege. This policy lays out expectations for participating in activities, including school sponsored overnight activities.

Policy

1. Activities, Volunteers, Advisors, and Students:
 - a. Activity
 - i. An activity trip is the transportation of passengers to an activity, educational event, or any other event/activity approved by administration, other than to and from school transportation.
 - ii. All activities and trips must have parent permission. The school will gather the permission slip before a student participates in any kind of school sponsored activity that leaves school property.
 - b. Volunteers
 - i. Volunteer Supervisors must be at least 21 years old. Any volunteer with unsupervised access to students must pass a criminal background check prior to performing supervisory duties, including overnight trips.
 - c. School Advisors
 - i. A school advisor is present while students are on the bus and is responsible for the welfare of the students while traveling. He/She has the responsibility of making sure the students follow safety guidelines.
 - ii. The school advisor is responsible for making sure the activity or trip goes smoothly and coordinates with volunteers so they know their roles and responsibilities.
 - iii. It is the responsibility of the school advisor to correct students who are out of line or breaking rules.
 - d. Students
 - i. Must follow the Vista Way: being respectful, responsible, and kind.
 - ii. Behave appropriately and comply with advisor's and volunteer's instructions.
 - iii. Notify the school advisor of any inappropriate behavior or conduct.

2. Overnight Activities

- a. Approved student activities are NOT to last overnight unless they are associated with travel which requires an overnight stay.
- b. Activities which require an overnight stay are subject to appropriate supervision by school advisors.
- c. All overnight activities must be pre-approved by the Executive Director and Performing Arts Director, if applicable.
- d. Overnight travel activities must have a multiple adults (school advisors and volunteers).
- e. School advisors and volunteers must remain with the assigned group, monitor behavior, and must be available at all times day and night.

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