

LAUSD FIELD TRIPS

<https://achieve.lausd.net/Page/2794>

Risk Management & Insurance Services (RM) works closely with Principals, Local District Offices, the Office of Instruction and the Office of Environmental Health & Safety (OEHS) to ensure that field trips taken by LAUSD students are not only academically stimulating, but also take place in a safe environment.



Things to Remember:

- One day Field Trips to pre-approved site require school administrator approval only.
- OVERNIGHT TRIPS, OUT OF STATE TRIPS, and sites not on the pre-approved list require the prior approval of the Local District and Risk Management.
- ALL Overnight field trips to pre-approved sites require approval of Local District and Risk Management.
- Please provide 45 days for evaluation of all NON-ROUTINE, OVERNIGHT or OUT-OF-STATE trips.

Nonpublic Agency Behavior Intervention Implementation (NPA BII) Approved List:

To facilitate Nonpublic Agency Behavior Intervention Implementation (NPA BII) field trip approval, we are pleased to provide you with access to the approved nonpublic agency list. Agencies included on the list are current with their insurance requirement and may accompany assigned students on field trips and ride provided bus transportation. No additional authorization by Risk Management is necessary; however, the agency staff member should be logged on the bus log prior to initiation of any transport. If a nonpublic agency is not on the list, please call (213)241-0329 for further information and instruction.

Click below to show NPA BII Process:

[**NPA BII Process**](#)

[**NPA BII Approved List**](#)

VOLNTARY STUDENT ACCIDENT INSURANCE

For additional information please visit, [K & K Insurance Group, Inc.](#)

One Time Field Trip Form

Blanket Field Trip Form

Payment Must be Mailed to Insurance Company at least 7 (seven) days prior to trip.

ADDITIONAL INFORMATION AND FORMS

- [**FIELD TRIP HANDBOOK \(REF 2111.0\)**](#) (includes Trip Slip at Appendix H-K)
- [**APPROVED CHARTER BUS LIST**](#)
- [**REQUEST FOR APPROVAL OF SCHOOL ORGANIZED TRIP FOR STUDENTS**](#)
- [**GUIDELINES ON USE OF PRIVATELY OWNED VEHICLES**](#)
- [**PRE-APPROVED FIELD TRIP SITE LIST**](#)
- [**FIELD TRIP CHECKLIST**](#)
- [**CHAPERONE ROSTER - FILLABLE**](#)

LAUSD Media Release Forms

<https://achieve.lausd.net/Page/4875>

A completed form is required to post any information on the web or used for publicity regarding students or staff. A parent's signature is required for students under the age of 18. Students over the age of 18 may sign for themselves. **LAUSDnet requires ALL personal information posted on LAUSDnet have verifiable written permission on file at the school or office site.** This includes, photographs, names or other information. This document grants the District the right to print, photograph, record, and edit as desired, the biographical information, name, image, likeness, and/or voice of the student or staff on audio, video, film, slide, or any other electronic and printed formats, currently developed, (known as "Recordings") for the purposes stated or related to the specific request.

[Release Form - English \(pdf\)](#)

[Release Form - Armenian \(pdf\)](#)

[Release Form - Chinese \(pdf\)](#)

[Release Form - Korean \(pdf\)](#)

[Release Form - Russian \(pdf\)](#)

[Release Form - Spanish \(pdf\)](#)