

Form JGFB-2

*Empowering Dreams for the Future*

**OVERNIGHT ACTIVITY REQUEST**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| School: |  | Date of Activity: |  | Number of Students Involved: |  |

|  |
| --- |
| Purpose of the Activity: |

**ADMINISTRATIVE RULE PROVISIONS**

Activities occurring after normal school hours or after normal activity hours are limited to those students who are enrolled at that particular school. Requests for these activities must be submitted by the principal in writing and approved prior to the activity by the superintendent or his/her designee.

1. All overnight activities will be limited to students who are regularly enrolled in the school requesting the school-sponsored activity.
2. The issues of parental permission, supervision and chaperones, and medical and emergency information shall meet the requirements of the Administrative Rule governing field trips and excursions.
3. Prior approval will be obtained by the principal or designee submitting the “Overnight Activity Request” form (Form JGFB-2) at least five days prior to the activity to the Area Assistant Superintendent.

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Supervisor of Activity Date

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| --- | --- | --- | --- |
|  |  |  | Approved  Denied |

Principal or Designee Date

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| --- |
| Comment: |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  | Approved  Denied |

Area Assistant Superintendent Date

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| --- |
| Comment: |