

Field Trip Policy

Remember FCTH is representing God, Christians and Homeschooling to our community. Reviewing expectations and appropriate behavior with students, prior to group functions, will reduce the need for parents to discipline or remove children and ensure that the experience is safe and enjoyable for all in attendance.

- **Field Trip/Event Priority –**
 - Priority for field trips (and other FCTH events if applicable) will be given in this order:
 - A. FCTH members
 - B. Extended family of FCTH members
 - C. Homeschool families who are new to our area, but have not yet joined FCTH
 - D. Visitors accompanying FCTH family who are currently homeschooling, but not member of FCTH (as intro. to benefits of our group)
 - E. Visitors accompanying FCTH family who do not homeschool, but are considering homeschooling
 - When space is limited for a field trip, then no spot will be given to groups B-E until all children in group A who want to attend have been given a spot. If there are spots remaining after that point, then children and adults in B-E may be accommodated as space allows.
 - We will not provide field trip spaces for individuals who are not associated with FCTH in one of the above ways. (_____ *Initial here*)
- **Punctuality-** EARLY arrival is necessary as a courtesy to the person or facility hosting our field trip. All field trips will start promptly at the time announced in order to respect the time of our speakers and hosts. Some field trips may exclude families that arrive late, as entry into places such as secure military bases require the group to enter together, with our sponsor. (_____ *Initial here*)
- **Behavior Guidelines (taken from FCTH Charter Section III, F)** – At group activities led by a FCTH member, if children are disrespectful, uncooperative or unruly, the leader has the authority to implement the following discipline at his/her discretion:
 - A. The parent will be called to speak with the child.
 - B. If the parent is not available, the child will be placed in “time out” or removed from the activity.
 - C. The child and family will be asked to leave the activity of the day. (_____ *Initial here*)
- **Cancellation Policy** - If you must cancel, please call your coordinator as soon as possible as a courtesy to our vendors and those on the wait list. Due to the minimum numbers required to obtain group discounts, cancellations will need to be made at least 7 days prior to the event (unless otherwise stated), to avoid a no-show penalty. The exception to the no-show policy is sick children. We encourage you to keep sick children home and will work with you to avoid any penalties, if possible. (_____ *Initial here*)
- **No Show Policy** - If you are unable to cancel within the specified time frame, we will ask that you pay for the spots held. (Mail a check, made out to FCTH, for amount of event to: Field Trips, 191 Derby Woods Dr., Lynn Haven, FL 32444.) Families with outstanding accounts will not be eligible to sign up for future field trips, until their account is settled. For no-shows on field trips that are free, the next time there is a field trip, the no-shows will be bumped to the bottom of the wait list and given space only if there is room after the members in good standing have been signed up. The exception to the no-show policy is sick children. We encourage you to keep sick children home and will work with you to avoid any penalties, if possible. (_____ *Initial here*)
- **Guardianship at Field Trips** - It is preferred that one parent of the child accompany them to the field trip. We do make occasional exceptions that allow an adult family member or parent of another FCTH family to assume responsibility for the child. This requires prior permission from FCTH leadership or field trip co-coordinators, and the family member will be required to sign the field trip policy and liability form. Family members or care providers under 18 yrs of age are minors and are not permitted to assume guardianship of siblings on FCTH trips. (_____ *Initial here*)

Please remember that field trips are a part of the ministry of FCTH, to encourage and support members. We have been blessed to have so many like-minded families involved in the activities that we have planned! We have prayerfully set priorities in order to honor our commitment to the members of FCTH and to be able to offer encouragement to new/relocated homeschooling families in our community as modeled in Titus 2. Thank you so much for honoring this policy.