



Form 406-A

Guidelines for School Fundraising for Travel

Fundraising is not permitted for student travel programs offered/arranged by educational touring companies (e.g., EF Tours, Explorica, DC Student Adventures). Fundraising is permitted to support school trips within the parameters outlined below:

- School trips that relate to the specific prescribed curriculum outcomes for students involved in a particular grade level or a prescribed course from the Department of Education and Early Childhood Development;
- School trips in which a school group, grade level or individual student represents the school at a recognized regional, provincial event, national or international event;
- School trips in which a school group, grade level or individual has earned the right to to represent their school at a recognized regional, provincial event, national or international event;
- The principal will ensure that all students in the group or grade level have equal opportunity to participate in the school trip;
- If user fees are required for a school trip, the school must have funds available to cover the user fees of those students that require or request financial assistance;
- The principal will ensure all fundraising is approved by the School Council and adheres to all aspects of the Fundraising Policy (FIN 406); and
- All out-of-province school trips/tours must be approved by the regional Assistant Director of Education (Programs) or designate prior to any fundraising activities.

Field trip/excursion - a field trip/excursion is defined as a group trip that is arranged to allow for first-hand observation (e.g., trip to a museum), or participation in a curricular, co-curricular or extra-curricular activity.