

MILFORD SCHOOL DISTRICT  
Milford, Delaware 19963

POLICY

6113A

CULTURAL TRIPS INVOLVING TRAVEL OUTSIDE THE UNITED STATES

1. Employees of the Milford School District who intend to offer or promote out of country travel involving Milford School District students must inform the Superintendent in writing of such intent prior to information being shared with students or parents concerning the foreign travel.
2. All such travel must not conflict with student instructional time and must only be scheduled during dates when school is not in session for students.
3. District employees shall not offer or promote travel opportunities to countries listed under the US Current Travel Warnings on the US Department of State web site.
4. While the Milford School District acknowledges the cultural and educational value of international travel, the district does not sponsor, provide oversight, or accept any liability for such travel arranged through its employees. The District requires sponsors of such trips to include the following disclaimer on all written literature to parents and students and they must also obtain a written waiver of liability form signed by traveling students and their parents prior to accepting funds or deposits for such travel. These waiver forms are to be hand delivered to the school principal for recording and filing.

**Disclaimer for written materials:**

The Milford School District ("the District") does not sponsor or provide oversight for this trip. Neither the District, nor the Board of Education, have reviewed the travel plans for the purpose of making a judgment as to the risks associated with the travel, or the level of supervision which may be provided by chaperones. Employees of the District accompanying students are doing so in their personal and individual capacities, as opposed to their capacity as employees of the District.

**Liability waiver statement:**

I understand and agree that this trip is neither sponsored by the Milford School District ("the District"), nor the Milford Board of Education ("the Board"). Neither the District, nor the Board, have reviewed the plans for the trip for the purpose of making any judgment as to the risks associated with the travel, or the adequacy of the supervision provided by chaperones. I also understand that District employees organizing and participating in the trip are acting in their personal and individual capacity, as opposed to their capacity as employees of the District. For the reasons set forth in this statement, I agree that the District and the Board have no liability for any claim arising out of the trip, and I waive any right I may have to assert such a claim against the District or the Board.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian

ADOPTED: 3/27/06

