

# SCOTIA-GLENVILLE CENTRAL SCHOOLS



## Request for Overnight Field Trip

Please provide the following information to the Superintendent of Schools at least six (6) weeks in advance of the scheduled trip.

Person Requesting Trip: Sean Headwell Date: 9/22-9/23

Class/Organization/Club Requesting Trip: BHBL-SG Varsity Girls Swimming & Diving

Destination of Trip: Watkins Glen, NY

Dates of Trip: 9/22/23 9/23/23 # of Overnights: 1  
(Mo./Day/Yr.) (Mo./Day/Yr.)

Estimated Departure Time from Home: 8:30am (AM/PM)

Estimated Arrival time at Destination: 12:00pm (AM/PM)

Estimated Departure Time for Home: 6pm (AM/PM)

Estimated Arrival Time at Home: 10:30pm (AM/PM)

Purpose of Trip: To have the girls Swim/Dive against competition out of our Section and prepare them for sectionals in swimming/diving in a prelims/finals championship format meet.

Number of Students on the Trip: 25

Number of Chaperones on the Trip: 4

Mode of Transportation: Brown Transportation

Teachers/Coaches in Charge: 1

(Please list all names)

Names of Non Staff Chaperones: I do not have a list of Chaperones at this point, but will have them to Mr. Rockhill after the per-season meet which is scheduled for 8/17/23.

(Please list all names)

Names of Students Participating in Trip\*\*

Attach separate sheet

Plans for Lodging: Holiday Inn Express in Corning. NY

**Trip Itinerary:** leave from BHBL on Friday morning (9/22) @ 8:30am and stop for lunch @ on the thruway and arrive @ our hotel at 12pm in Corning NY. We will then head to the pool for warm-up around 2:30pm and Prelims will start @ 4:30pm to 9pm. We will then head back to the hotel for dinner from Wegmans market. Saturday morning the divers will be bussed over for the start of their competition @ 8am ( 8:30am Warm-Up - 9:30am Start). The Swimmers will then come to the pool @ 12pm with the Chaperones where their warm-ups will start @ 1pm & Finals start @ 2pm. The meet will be hopefully be finished before 6pm and we will be back to BHBL by 10:30pm

**Anticipated Cost of Trip:**

**Source of Funds:** Team Booster Club

**Anticipated Cost per Student:** \$180

**Anticipated Number of Substitutes Needed**

**This trip will be "at no cost to the district"** Yes \_\_\_\_\_ No X

*Cost to district*

**List "other" School/Groups/Organizations Expected to Travel With You AND the Purpose for their Traveling with You:**

\_\_\_\_\_ None \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Additional Comments:**

Approved: *Janine Koshice* Date: 8/9/23  
Academic Head/Supervisor

Approved: *Kevin S. [Signature]* Date: 8/9/23  
Building Administrator

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Superintendent of Schools

Any changes in the information provided must be brought to the Superintendent's attention immediately.

\*\* Any incomplete information must be provided at least 2 weeks prior to the trip.