

**Redwood City School District**  
750 Bradford Street • Redwood City, CA 94063 • 650-423-2200

**FIELD TRIP REQUEST FORM**

**To be completed by the coordinator/teacher:** Maegan Leslie Torres, Volunteer Coordinator

Regular/Local Field Trip: Chaperone Ratio (10:1)      or       Water /Overnight /Out-of-country:  
Chaperone Ratio (7:1)

**School:** Kennedy Middle School      **Field Trip Activity:** \_\_\_\_\_

**Location:** NatureBridge Yosemite      **Date(s) of Field Trip:** October 19-24, 2025

**Educational Purpose:** The educational purpose is to expose students to environmental education in a national park. NatureBridge educators provide instruction on various environmental subjects as well as activities focused on personal and group dynamic growth.

**Number of Students:** 71

**Number of Adults:** 14

**Method of Transportation:** Chartered Bus

\*\*Nursing needed for one or more students (Diastat, Insulin, Feeding Tube or other condition etc.):

Yes     No

\*\*Special Services needed for one or more students (Deaf/Hard of Hearing/Visually Impaired, Wheelchair etc.):

Yes     No

*\*\*If yes, the site admin is to contact the Director of Health and Wellness and/or the Director of Special Education at least 4 weeks prior to a field trip to coordinate services.*

If transportation is to be provided by private vehicles, the following information has been checked and obtained:

Driver Form signed by each private car driver certifying the following:

- Driver is over 25 years of age and possesses a valid California driver's license.
- Vehicle to be used is insured for at least the minimum required by the state of California.
- Vehicle has the proper number of safety belts as required by state law.
- The vehicle's rear-view mirrors, brake lights, directional signals, tires, and windshield wipers are in good operating condition and there is no vision impairment in the vehicle.
- Booster Seat for children who are under 8 and 80 pounds, per California law
- Vehicle has a first aid kit.

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**To be completed by Site Administration or Management:**

\_\_\_ Volunteers have been fingerprinted through H.R. at least two weeks prior

\_\_\_ Megan's Law website checked for all chaperones

\_\_\_ \*\*Contact Director of Health and Wellness and/or Director of Special Education at least 4 weeks prior to a field trip to coordinate services. Please make a copy of this form and give it to your School Nurse or the Special Ed Department to assist with services.

**Principal's Signature:**

  
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**Date:**

August 26, 2025