

## Field Trip Guidelines

Act 284 (the Read to Succeed Act) requires that students enrolled in Summer Reading Camp receive a minimum of 96 hours of instruction. **The Office of Early Learning and Literacy (OELL) recommends that districts hold any summer field trips outside of the required 96 hours of instruction.** Educational field trips are a great way to provide enrichment and extended instruction over the summer; however, students in camps must receive the minimum in-classroom instructional hours in order to make progress toward learning goals and in preparation for the upcoming school year.

If a field trip must be taken during instructional hours, these guidelines should be followed when planning the trip. These guidelines do not apply to field trips taken outside of the required 96 hours.

1. Field trips must directly relate to the SRC standards and curriculum. Field trips should extend or build upon the lessons or unit taught at the camp.
2. The teacher or school site coordinator leading the trip should create a lesson plan for the trip that includes the standard(s) covered, learning objectives, activities, possible questions and feedback, and follow-up activities or review for when students return to the classroom.
3. Districts should limit themselves to one full-day field trip within the 96 instructional hours in order to preserve the instructional time offered to students.

In May, the OELL will distribute a form with these guidelines that districts should use to record the instructional goals for all field trips taken within the 96 hours of required instruction. Districts should keep a copy of these completed forms on hand and be prepared to discuss their trips during monitoring visits.

If you have any questions about these field trip guidelines, please email Teresa Broughton at [tbroughton@ed.sc.gov](mailto:tbroughton@ed.sc.gov).