



TRAVEL DURING PROGRAM

NOTIFY PROGRAM

SITUATION

Date for Travel Form Completion

OVERNIGHT TRIP IN BC WITH YOUR SD23 HOST FAMILY

Complete the Travel Form at least 3 business days before trip

For the situation above, you will only be contacted by the Program if there is concern

PERMISSION NEEDED

SITUATION

Date for Travel Form Completion

OVERNIGHT TRIPS IN BC WITHOUT SD23 HOST FAMILY

At least 10 business days before trip

Including overnight trips to Big White

Including trips with natural parents and extended family, Canadian families, other 25+ years adult supervisors, etc.

TRIPS OUTSIDE BC OR CANADA WITH OR WITHOUT SD23 HOMESTAY

At least 10 business days before trip

Including trips with natural parents and extended family, Canadian families, other 25+ years adult supervisors, etc.

SCHOOL TRIP OUTSIDE CANADA OR INVOLVING RISK (LEVEL 4 OR 5 FIELD TRIP)

At least 10 business days before trip

Submit International Education travel form 10 days in advance AND have natural parents sign the field study permission form for the school.

For all above situations, you must complete the Travel Request form and wait to **receive approval from a Program Manager** before leaving on the trip.

Sleepovers within the Central Okanagan (SD23) do not require a travel form. Host families are trusted to ensure plans are appropriate by calling the family hosting the sleepover to confirm plans and ensure a supervisor 25 years+ old is present.