

Entering Activities in ELAP:

Field Trips

There is no unique ELAP Activity category for Field Trips. Time spent at the Field Trip location should be logged as time participating in whatever allowable activity listed in ELAP that fits best the student's experience. Time spent transporting the students to and from the field trip should NOT be logged.

Example:

- ★ Students are bussed from the ELP to an Art Museum. The entire field trip lasts 3 hours. The bus ride is 30 minutes each way.
- ★ The students spend 2 hours in the museum: 1 hour looking at the art, 30 minutes helping prepare space on the museum grounds for an upcoming installation, and 30 minutes in a presentation about careers in the arts.
- ★ Each student would receive 60 minutes of Enrichment: Arts & Music, 30 minutes of Enrichment: Community/Service Learning, and 30 minutes of College and Career Readiness: College and Career Readiness.
- ★ The 60 minutes of transportation to and from the museum would not be logged.