

Field Trip Planning & Safety Protocols



EDUCATORS

Pre-Field Trip Planning

- Set objectives and student learning goals for field trip.
- Determine date & location.
 - Locations may request prior approval or permission forms. Check with the local offices to determine their process and accessibility for students.
- Ensure all necessary permissions and approvals from school administration, parents, and authorities are obtained.
- Ensure you have a stocked first aid kit and necessary prescription medications for students with medical conditions.

Field Trip

Before arriving:

- Provide chaperones with a brief overview of safety procedures as well as their roles and responsibilities on the trip.
- Conduct a pre-trip meeting with students to outline guidelines and expected behavior. This can include buddy system, emergency response, and importance of following directions.

On-site:

- Emphasize the dangers of strong currents, weather conditions, and appropriate interactions with local wildlife.

Emergency Procedures:

- Ensure chaperones know how to respond in case of emergencies.
- Establish a clear method of communication between chaperones and students.

Post-Trip

- Document incidents are required.
- Note incidents or behavior to use as learning opportunities for future trips.

Field Trip Planning & Safety Protocols



STUDENTS

Before the Field Trip:

- Pack smart! This means appropriately dressed attire for the weather and location along with packing essentials like water, a hat, sunscreen, and reusable water bottle to stay hydrated.
- Know emergency guidelines and protocol from your teacher. Ask questions for clarification.

At the Beach:

- *Respect the Environment:* The species found in these unique habitats play an intricate role. Do not disturb or harm any marine life or the natural surroundings. The best way to observe is from a distance.
- *Be Cautious:* Stay aware of your surroundings when exploring and always work with a partner. Don't forget to watch your step!
- *Emergency:* In case of emergencies, know the proper guidelines and procedures.

Post Field Trip:

- Debrief:
 - Share with each other your experiences and lessons learned while on the trip.
- Respect for the Environment:
 - Reflect on the importance of responsible behavior on your trip as well as what it means to respect the environment.