



**Our Lady of Good Counsel School**  
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## **OLGC FIELD TRIP POLICY**

OLGC School recognizes the importance of field trips as an integral part of the curriculum and an extension of what is being taught in the classroom. Students are to attend, unless kept from the outing for disciplinary reasons. Parents or legal guardians must return a signed consent form to the school for each field trip. No student will attend an out of class field trip without parental permission. Student supervision ratios are set depending upon age of students so that all participants are safe. Students with special needs/medical issues (e.g. anaphylaxis, asthma etc.) must be provided with appropriate safety equipment/medication both for their transportation and their participation in activities.

**High Risk** events require additional supervision, documentation and consent forms/indemnification. The special permission/consent forms will be sent home by classroom teacher and some require a parent meeting (e.g. Grade Seven Outdoor Education).

### ***Field Trip Emergency Preparedness***

The field trip leader/teacher shall carry with them a Field Trip Kit/Red Backpack containing emergency First Aid supplies and required emergency contact information in order to be as prepared as possible for emergencies. Accompanying supervisors will be made aware of Red Backpack. The contents of this kit will depend on whether the field trip is designated to be low or increased risk. Communication will be possible between the school and the group on the field trip. A cell phone or other phone will be available in the event of an emergency.

As per CISVA Field Trip Policy 409