



Field Trip Safety

Prepared by the Health Consultant Team at Child Care Aware® of North Dakota

Field trips, when planned for appropriately ahead of time, provide a fun and different learning experience for children and staff. It is important to take into consideration careful and thorough planning to make a field trip with young children go as smooth as possible.

Research Field Trip Destination

It is important to consider the developmental abilities of the children when selecting a field trip site to make sure it is an age appropriate activity. For example, is there a lot of walking, are there areas of danger such as unfenced open water, loose animals, poisonous plants, etc.

It is always a good idea to visit the field trip site ahead of time to check out what services are available.

- Are there bathrooms close by?
- Is there running water for handwashing & drinking?
- When is the best time of day to avoid large crowds?
- Will children/staff need an extra set of clothing?
- Is there an area to eat a snack or lunch?
- How will a snack or lunch be provided?
- What is the appropriate attire?

Permission Slips

Once you have researched and chosen your destination, parents must complete a **field trip permission form** for each child. It is important to include the date, destination address, mode of transportation, estimated departure and return times, emergency contact information, consent for emergency care and any special supplies the child must bring on the day of the trip. Only children with returned and signed permission slips should be able to participate in the field trip.

Pack important health & safety items

- First Aid Kit
- Emergency medication (ex. EpiPen, inhaler, etc.) and health care plan for any child with special health care needs.
- Extra sunscreen and/or insect repellent
- Pictures of all children participating in the field trip
- Roster list of children participating in the field trip
- Attendance sign in and out form
- Cell Phone
- Extra bottled water
- Parent contact information
- Infant supplies if applicable

Using child safety restraints

If your field trip requires travel in cars or vans, each participating child under age 7 must have an appropriate car or booster seat according to age and weight. It is helpful if parents provide a seat that has been configured to their child.

- Label each car seat with child's name and emergency contact information.
- Never buckle two or more children in the same seat. For best protection each child should have their own seat belt.
- Check vehicle when you arrive at your destination and when you return home to make sure all children are out.

Visit www.ndhealth.gov/injuryprevention/childpassenger to learn more about North Dakota child safety restraint laws.

Keeping children together

An easy way to help keep children safe and easy to see is to have children wear identifying labels or apparel (ex: a special sticker, matching tee shirts, etc.). The buddy system is also a good idea when traveling in large groups.

It is important for all staff to be alert and attentive to the children during a field trip. Consider asking parents or volunteers to attend the field trip for extra help. Parents and volunteers should not be counted as substitutes for trained child care staff. Appropriate staff/child ratios need to be maintained at all times.

Meal and Snack Time

When planning for a lunch or snack, bring non perishable food items. Remember to practice good hygiene during the outing by having children wash hands before eating. It may be necessary to carry hand wipes if clean running water is not accessible during your trip.

*Sources:
California Childcare Health Program, Field Trip Safety Tips*

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