

**OVERNIGHT EXCURSIONS / OUTDOOR EDUCATION / HIGH RISK  
ACTIVITIES APPLICATION FORM**

**Division Office Administration Approval Required**

<b>A. INFORMATION</b>	
Name of Teacher:	School:
Type of Activity:    ‘ Curricular    ‘ ExtraCurricular _____ ‘ High Risk Activity	
Grade Level:	Number of Students:
Destination:	Trip Date:
Number of School Days (Partial/Full):	
Transportation:    ‘ Travel by Bus (PSSD No. 210) or ‘ Other: _____ ‘ Travel by Car/Van(List names of drivers): _____ _____	
Number of Teachers, Parents, Chaperones:	
Qualifications/Certifications of Teachers, Parents, Chaperones: ‘ First Aid    ‘ Lifeguard    ‘ Canoe Certification    ‘ Other _____	

<b>B. SAFETY GUIDELINES</b>
<p>... Parent consent forms and medical information including the Health Card Number will be obtained.</p> <p>... Evacuation Plan is in place and will be communicated to appropriate individuals.</p> <p>... Designated supervisor has access to emergency vehicles at all times.</p> <p>... Access to cellular or satellite phone or other communication device</p> <p>... A list of emergency telephone numbers will be formulated.</p> <p>... Have reviewed the Physical Activity Safety Guidelines section on Outdoor Education.</p> <p>... Appropriate number of supervisors as designated in the Physical Activity Safety Guidelines</p> <p>... Male and Female Chaperones for each activity.</p> <p>... If using 15 passenger vans, SSBA safety guidelines and restrictions will be followed.</p>

<b>C. BUDGET</b>
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