

St. George's Field Trip Planning Checklist

Group _____ Sponsor _____

Date _____ Phone _____

Activity _____

Purpose of field trip _____

For field trips with a duration of more than 24 hours, attach a planned agenda for the trip.
 For field trips with a distance of more than 100 miles, attach an intended route map for the trip.

Are all plans in accordance with our field trip guidelines? Yes No

Number of participants expected _____

Gender of participants All boys All girls Mixed

The following chaperones/drivers will help with this field trip

Name	Phone	Role

As the sponsor of this field trip, I pledge that:

1. I will brief all chaperones and drivers on child abuse prevention guidelines before departing on the trip.
2. If participants include children of both genders, at least one chaperone of each gender will accompany the group.
3. If an overnight stay is planned, separate sleeping accommodations will be provided for both genders and adults and children will not share private sleeping accommodations.

 (Sponsor Signature)

 (Date)

I have reviewed and approved plans for this field trip. _____
 (Vestry Member for Children/Youth Signature)