



General Field Trip and Transportation Form

- This form gives the dayhome educator permission to go to the destinations listed below
- For all other field trips you will be notified in advance and asked to sign a separate specific field trip form
- Safety rules are reviewed with children prior to each field trip
- In case of an emergency, educator will call 911 for ambulance transfer

Educator's Name	Educator's Signature	Date
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GENERAL FIELD TRIPS WILL INCLUDE TRIPS TO:

Destination	Address
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(Name(s) or authorized driver(s) approved with the agency)



I give permission for my dayhome educator to take my children on the destinations listed

Child's Name	Parent or Guardian's Signature
Child's Name	Parent or Guardian's Signature
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Child's Name	Parent or Guardian's Signature

Supervision of children on Outings with the Day Home Educator:

- Ensure that the children are always **directly supervised** both indoors and outdoors by the Dayhome Educator.
- The Dayhome Educator must be able to see and hear the children at all times.
- Using a consistent system of head counts during transitions, transportation method, arrival and departure of destination.
- If a child is missing longer than 5-10 minutes, call 911.

If children are being transported in vehicles:

- Child Development Dayhomes must have a current copy of the vehicle's insurance (\$2M)
- Authorized driver has taken the **Safe Community Wood Buffalo - Child Passenger Safety Information Sessions (Must be renewed every three years)**
- Regulation child restraints must be used in private vehicles
- Authorized driver complies with all car safety rules from Transport Canada (www.tc.gc.ca/roadsafety/kids)
 - Keep infants in rear-facing seat until he or she grows out of it.
 - Forward facing car seats must be placed in the back seat and tether straps used.
 - Children 40-80lbs use booster seats
 - children under the age of 12 sit in rear seats of the vehicle
- If parents supply a child safety seat for transportation-instruction manuals must be included
- All child safety seats must have a sticker that clearly states the expiry date of the seat
- When installing a car seat for the first time, educators must complete the Yes Test, found in the Educator Portal, printable forms.
- If using bikes or scooters, must be wearing helmets



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