



CARSON GRAHAM SECONDARY SCHOOL

CARSON GRAHAM CAMPUS

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BALMORAL CAMPUS

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www.carsongraham.ca

**This is an important notice.
Please have it translated.**

One-Day Field Trip Informed Consent

For: SCIENCE WORLD GRADE 8 THURSDAY MARCH 8, 2012

Dear Parents/Guardians:

The written, informed consent of parents/guardians is required for participation of students in all One-Day field trips in North Vancouver School District No. 44. The purpose of the Informed Consent document is to provide students and parents/guardians with information that is related specifically to the field trip. The parent/guardian consenting signatures on this document indicate acknowledgement and acceptance of the information contained herein inclusive of risks and potential consequences. **NOTE: This school field trip is optional. Alternate arrangements will be made for students who do not participate.**

Students from Blk: 6 go to Rm W 302 Mrs. Nelson

Students from Blk: 7 go to Rm 501 Mrs. Nelson

Students from Blk: 5 go to Rm 407 Mrs. Gellatly

Students from Blk: 8 go to Gym Mr. McDonald

The legal requirement of implementing the Informed Consent document is the direct result of a number of tragic outcomes that have occurred on school field trips in other school district jurisdictions. The intent here is to prevent the occurrence of tragedy, to attempt to ensure safety, to inform students and parents/guardians of the field trip itinerary and purpose(s), and to brief students and parents/guardians on the inherent risks of travel.

Within this package, you will find information relating to:

- Description of how the field trip supplements the educational program
- Notice that the field trip is optional, and that arrangements will be made for students who are not participating
- Notification of student/parent Pre-Trip meeting (if applicable)
- Detailed itinerary consisting of date, departure and return times
- Transportation arrangements
- Description of supervisors: teachers, employees of the Board and other adult volunteers, along with emergency contact numbers
- Description of direct and indirect supervision
- Description of all activities and the inherent risks and potential consequences
- Assessment of student skills and abilities as pertaining to the field trip activity (if applicable)
- Behavioural expectations of students plus safety rules and regulations
- Contingency Plan: cell phone, first-aid provision(s), injury/incident reporting
- Description of budget consisting of revenue (cost to student) and expenditures (cost of trip) (*optional trips only*)
- Notice regarding cancellation and deposits
- Parent/guardian responsibility to arrange student accident or liability insurance
- Parent/guardian responsibility to determine whether the student may participate in the field trip
- *Student Awareness of Risk and Responsibility Form* completed by student (if applicable)



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PURPOSE(S):

The purpose of all field trips is to provide experiences that are virtually impossible to achieve in a school setting. The following is a summary of our planned field trip to **Science World**, which is intended to supplement our educational program in the **Science 8 BIOLOGY UNIT, which covers THE HUMAN BODY SYSTEMS and various themes related to living things.**

By virtue of being out of the school setting, students on a field trip learn to be ambassadors for their school, their community and even their country. They learn the realities of travel, the responsibilities and independence of self-governance, the communication skills and leadership skills necessary for teamwork, and the social skills necessary for a variety of circumstances.

ITINERARY:

THURSDAY MARCH 8TH, 2012

8:00 am Meet at the Lonsdale seabus terminal (Lonsdale Quay)

APPROXIMATE 2:30 pm dismissal from the Lonsdale seabus terminal (Lonsdale Quay)

Students will be required to SIGN-IN and SIGN-OUT with their classroom teacher or assigned chaperone.

Students will participate in a variety of biology activities relating to the concepts studied in Science 8.

TRANSPORTATION:

Field trip sponsors will arrange for transportation that best meets the needs of the trip in question. Transportation of students by private vehicles shall be in accordance with Board Policy 607: Transportation of Students and School District transportation procedures. All field trip transportation is subject to the regulation and law of the relevant municipal, provincial, federal or international jurisdiction. Students must use the transportation method arranged by the trip sponsors to ensure safety, timely arrival, and reasonable accident liability. Following are the specific details for the particular trip your child is attending:

Students will be taking public transit. They are required to meet at the Lonsdale seabus terminal and are dismissed from the Lonsdale seabus terminal.

Students are responsible for bus fare for both ways!!!!

SPONSORS(S) AND CHAPERONE(S):

<u>Name</u>	<u>M/F</u>	<u>Position</u>	<u>e-mail address</u>
Susan Johnston	F	Teacher	sujohnston@nvsd44.bc.ca
Penny Willis	F	Teacher	pwillis@nvsd44.bc.ca
Ashleigh Akehurst	F	Student Teacher	ashleighhope@gmail.com
Brittany Swanson	F	Student Teacher	bms4@sfu.ca
Stephanie	F	Student Teacher	
Rick Pimlott	M	SEA	
Elaine Burak	F	Lab Technician	
Diana Kilby	F	Teacher	



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Igor Vinogradsky	M	SEA
Tracy Moffat	F	SEA
Andrea Standerwick	F	SEA
Colleen Jasper	F	SEA
Kisa Sellmann	F	SEA

SUPERVISION:

The level of supervision is divided into direct and indirect. Direct supervision is the time students spend with the trip sponsor(s) and/or chaperone(s) participating in the trip's planned activities. Indirect supervision is the time students may spend as "free time" in between scheduled group activities. Under indirect supervision, the students may not necessarily be in the company of a sponsor or chaperone. It is expected that students, while under indirect supervision, will act with common sense in accordance with school and field trip behaviour expectations, stay within the articulated geographical boundaries, and act with the best interests of all concerned parties utmost in their minds and actions. Sponsors and chaperones will determine "free time", check-in times and methods, and clearly articulate them to students. Students, when under indirect supervision, will be informed of how to reach a sponsor or chaperone in the case of an emergency .

RISKS AND CONSEQUENCES:

There is a degree of risk in all daily activities. The risk is increased to varying degrees when students are away from the safety and supervision of the school setting. It is impossible to itemize every possible element of risk associated with a field trip. Generally speaking, this field trip may include, but not be limited, to the following inherent risks and all risks associated with:

- Motor vehicle accidents are always a risk when traveling.
- Students will have to follow the rules and regulations of Playland.

Sponsors, chaperones, and students will do all they can to ensure a safe and controlled experience to reduce inherent risk. The consequences of risk are, again, myriad and dependent on the situation. Students and parents/guardians need to be aware that injury can occur from risk, and that injury can range from minor to fatal. Again, sponsors, chaperones, and students will do all they can to ensure a safe and controlled experience. By virtue of signing this *Informed Consent* form, you are acknowledging your understanding and acceptance of the inherent risks and possible consequences associated with this field trip.

ASSESSMENT OF STUDENT SKILLS AND ABILITIES:

Before students may participate in any planned experience while on a field trip, they must assure the field trip sponsor(s) and chaperone(s) that they have the necessary and required skills, training and common sense to participate in the experience. Again, there is a range of skill level dependent on the activity. For example, during free time students may have access to an activity that may in itself have certain risks. For example, students who do not possess swimming skills should not attempt *any* activity in or around water that may result in or require swimming. Common sense must prevail.

If a risk activity, such as skiing, is the purpose of the field trip, the sponsor(s) and chaperone(s) must assess and be assured that students have the necessary and required skills, training, and common sense to realistically participate in the activity at varying degrees of competence. Students are solely responsible for being forthright and honest in declaring their level of skills in the "self-assessment" section of the *Student Awareness of Risk and Responsibility Form*. entitled "My level of skills and abilities".



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In order to comply with these expectations, for trips that involve international travel and/or a relatively high level of risk, students must complete the *Student Awareness of Risk and Responsibility Form*.

BEHAVIOURAL EXPECTATIONS, SAFETY RULES AND REGULATIONS:

While on any field trip, it is important that students remember that they are on a school outing and behavioral expectations are consistent with all school rules. Students come under the jurisdiction of both the School District Code of Conduct and the Code of Conduct of their school for the full duration of the field trip. It is very important for students to remember that when they are on a field trip, they are representatives of their school and the North Vancouver School District and are expected to behave accordingly.

1. The safety of the group must be of utmost priority. Students must always be concerned about the welfare of all members of the field trip.
2. Students who commit a criminal offence or who are found with or under the influence of illegal drugs may be subject to the demands of the local law enforcement agency involved. This may result in serious consequences that may include, but not be limited to, being sent home with a chaperone at the parent/guardian(s) expense.
3. The purchase or consumption of alcoholic beverages is not allowed at any time, regardless of the age of the student, or the legal drinking age of the location that is being visited. Failure to comply will result in serious consequences that may include, but not be limited to, being sent home with a chaperone at the parent/guardian(s) expense.
4. Smoking is not permitted on field trips.
5. Students must abide by all restrictions set by supervisor(s)/chaperone(s) with respect to "off-limits" areas and activities.
6. Approved transportation or chartered vehicles must be used at all times.
7. Students whose behaviour is deemed inappropriate and/or in contravention of these rules will be subject to disciplinary action on the trip as determined by the chaperones, and upon return, as determined by the school administration.

CONTINGENCY PLANNING:

A "basic needs" first aid kit will travel with the group. Student Emergency Procedure Plans/medical supplies will be brought for students with life-threatening medical conditions (e.g., anaphylaxis). Students with specialized medication(s) or conditions must be able to responsibly look after their "regular, daily" medical needs without specialized assistance. Where regular urban emergency medical assistance is available, it will be used when necessary. Where regular urban emergency medical assistance is not available, special provisions for emergencies will be addressed by available staff.

At least one supervising adult will have access to a cell phone.

In the event of student injury, parents/guardians will be notified. For all incidents involving injury, supervising school personnel will record details of the incident and, as soon as practicable, complete an *Incident Report* submission.



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****BUDGET:

Cost of the Program is \$20.00 per student payable to Carson Graham Secondary

Students are responsible for bus fare for both ways!!!! \$5.00 payable to bctransit

TOTAL: \$25.00

POLICY REGARDING CANCELLATION OF TRIP/REFUNDS:

NOTE: If a field trip budget requires the payment of a deposit and/or monies either in advance of the field trip or during the field trip and the field trip is cancelled either in part or in whole, or the itinerary altered, neither the school nor the Board shall be liable for any refund either in part, or in whole.

TRAVEL/MEDICAL/ACCIDENT/LIABILITY INSURANCE:

The field trip your child is participating in may arrange group insurance policies for travel cancellation, accident, and/or liability insurance. If group coverage is not applied, then it is up to parents/guardians to ensure that their child has the necessary medical, accident, cancellation and/or liability insurance.

Individual student accident insurance can be obtained from www.iapkidsplus.com.

Sincerely,

Ms. Penny Willis

Ms. Johnston

Mrs. Nelson



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