



## **COLUMBIA SPRINGS SAFETY POLICY—FIELD TRIPS**

Columbia Springs is committed to ensuring that all students are safe during their time on-site. Help us keep students safe by enforcing the following rules:

1. No running.
2. No climbing on or jumping off cement or wooden structures.
3. Stay with your group throughout the day.

Please bring to our awareness any aspects of our facilities that you feel present a danger to students.

### **EXPECTATIONS OF SCHOOLS AND TEACHERS**

The teacher is responsible for having each student's emergency contact information and parent permission forms per school/district requirements. Teachers should be aware of any relevant medical issues, such as allergies to bee stings.

It is the responsibility of the school to supervise students and to provide the supervisory adult to student ratio required by the school district.

### **IN THE EVENT OF AN INCIDENT**

The role of Columbia Springs Staff and Educators is to assist the school personnel in the event of an incident. The management of the incident is the responsibility of the school district personnel.

Teachers have the authority to call an ambulance and teachers should be trained in the appropriate "next step" during student injury situations.

It is the responsibility of the teacher to report the incident immediately to the school. Next actions (beyond immediate first-aid/emergency action) are the school's responsibility.

*Thank you for helping us keep students happy, healthy and learning!*