



Field Trip Checklist

Preparation is key when you're taking your little ones offsite for some field trip fun! Use this list to make sure you remember every important detail.

Destination and date

Before departing

- Signed permission slip on file for all children
- Roster with emergency contact information
- First aid kit
- Medications for all children who require it
- Directions to your destination
- Half tank or more of fuel in your vehicle
- Money for parking, tolls, admissions
- Fully-charged cell phone
- Phone number of destination: _____
- All food and drinks

After returning

- Vehicle is free of trash, all doors/windows are closed/locked
- Food and coolers and cleaned up and put away
- All materials (rosters, first aid kit) are stored back in place

