

# Requirements of the Educators

- Seek and receive your Principal's approval via your school board field trip procedure form.
- Check that the Outside Activity Provider meets your school board's requirement for third party liability insurance.
- Provide the Outside Activity Provider with access to:
  - the relevant activity safety standards from the Ontario Physical Activity Safety Standards in Education (OPASSE); and
  - the OPASSE requirements of the Outside Activity Provider.
- Prior to the activity, the Teacher and the Outside Activity Provider must communicate and review the relevant OPASSE activity safety standards and the requirements of the Outside Activity Provider.
- Check that the Outside Activity Provider can accommodate identified students with special needs and students with medical conditions.
- Prior to the activity, the Teacher must communicate the following to parents/guardians in writing:
  - Details of the activity
  - Risks associated with the activity
  - The location of the activity
  - The means of transportation used
  - Student expectations (precautions students are supposed to take related to environmental factors, if applicable).
- A consent form must be received giving the student permission to participate.
- The Teacher must outline the risks associated with the activity to the students along with procedures to follow to minimize risks.

- The Teacher must be present throughout the entirety of the activity and supervise the students based on the type of supervision stated on the activity safety standards.
- The role of the Teacher is to:
  - supervise the participants for management and direction; and
  - supervise (oversee) the role and conduct of the Outside Activity Provider with the students and activity.