

Field Trip Guidelines for Holyrood Cooperative Playschool:

Our field trips are typically scheduled on days when we cannot hold preschool at the community league, but not always. In order to give the preschoolers enriched learning opportunities trips are organized primarily with preschool aged children (3-5) in mind.

We request that parents return a signed permission slip to state if their child will or will not attend....a signed slip is extremely crucial for attending children. On these forms we list some important information such as whether or not siblings are invited, who it is most age appropriate for, and options like: is the parent or caregiver able and interested in attending. Many programs have maximum numbers of participants and child to supervisor ratios that we must adhere to (this includes siblings).

It is very important that **if you have not been notified** that you are a helper on the field trip- that you **do not expect** to stay with the class. There may be situations where you would rather stay in the vicinity rather than come back at the pickup time- it may be appropriate to tour the facility or shuttle older siblings around on your own (possibly at your own cost depending on the program)....or perhaps find a playground or picnic site nearby to hang out at. **If older or younger siblings are invited on the trip it is essential that their parent or caregiver is also selected as a helper. Under no circumstances should you expect that your older or younger children attend the field trip without your participation and supervision as well.** To be fair, there is always a draw to determine which parent/ caregiver helps on the trip- this is based on the parents who **respond to this request in a timely manner**- keeping in mind those who have helped on previous trips.....trying to give those interested a chance to help out over the year.

It is most efficient for all involved if we are aware **ahead of time** of who is coming, who is not coming, and who is supervising. In many cases we must pay entrance fees or other fees before the trip commences and it is impossible to do this if we do not know how many people are expected to attend....this includes parents and caregivers as well. We fully recognize that traffic, weather and "life" are all factors in arriving on time but we still ask you to please try to arrive a few minutes early so that the program can start on time. **If you are a confirmed supervisor but find you will not be able to fulfill the duty please find someone to replace you, just as you would for regular parent help days.**

In order for the field trips to run smoothly, for Holyrood playschool to be legally responsible, for all participants to be safe, and for all participants to get the maximum benefits from the program we ask that you please adhere to these guidelines.