

## TIPS FOR PLANNING A FIELD TRIP

To ensure that field trips are extensions of the classroom experience and promote the development of the children's individual goals, review these questions when planning a field trip:

- What are the goals of the field trip?
- How will it integrate into the theme?
- Is the field trip developmentally appropriate?
- How have the parents and children been involved in planning?
- What kind of time constraints will there be?
- What kind of expectations do you have for the field trip?
- Have you communicated your expectations to the contact person at the field trip location?
- Is the location safe for young children?
- Have you enlisted a sufficient number of parent volunteers? Do they understand the purpose of the field trip and their role?
- Has permission been given for the children to attend?
- What is your procedure during an emergency?
- How will you prepare the children for the field trip? Will they be adequately prepared for the environment?
- What kinds of accommodations have you made for special needs children?
- Is this a "hands on" activity or a "look but don't touch"?
- How will the children record/share their observations?
- How will you get feedback from parents?