TRIP SCHEDULE

Inside the Outdoors® - Mountains to the Sea

Return this schedule at least **FOUR WEEKS PRIOR** to your participation. Questions: (714) 708-3885.
FAX to (714) 649-0162 or **district mail** to: Inside the Outdoors, 200 Kalmus Drive, Costa Mesa, CA 92628

SCHOOL INFORMATION

School   Smith School

Phone   714-555-4433

District   GGUSD   City   Garden Grove

*Number of Students Attending the Field Trip   90

Grade   4   Departure time from school   8:30

*If your enrollment changes, you must phone or fax us at least 20 business days prior to the scheduled Field Trip date with the revised enrollment number to avoid additional fees.

TRANSPORTATION

[✓] District bus   [ ] Charter bus   No. of buses   2

Bus phone number   714-555-4422

Will bus remain on site?   [✓] Yes   [ ] No

Number of cars   1   *(Please limit number of cars)*

Emergency vehicle driver   Ms. Rodgers
          [ ] Teacher   [✓] Parent

INCLEMENT WEATHER

Primary Contact   Sally Jones

Primary Contact Phone   714-555-6633
(*Primary Contact will be notified* **between 5:45 and 6:30 a.m**. *on the day of the trip for possible reschedule*)

[✓] Please text me with this information.

[✓] Teacher [ ] Principal [ ] Vice Principal [ ] Office Staff

I am attending this Field Trip [✓] Yes [ ] No

Secondary Contact   George Robinson

Secondary Contact Phone   714-555-6987
(*If the primary contact is not available, secondary contact will be notified* **between 5:45 and 6:30 a.m**.*on the day of trip*)

[ ] Please text me with this information.

[ ] Teacher [✓] Principal [ ] Vice Principal [ ] Office Staff

I am attending this Field Trip [ ] Yes [✓] No

PROGRAM INFORMATION

SITE, DATE, and TIME

[ ] **Caspers Park**   [ ] **Modjeska Canyon**
[ ] **Dana Point**   [ ] **Crystal Cove**
[ ] **Rancho Soñado**   [✓] **Irvine Regional Park**

DATE
12/5/14

Program begins   9:00 a.m.

Program ends   2:30 p.m.

Note any time changes need to leave site at 2:00

NUMBER OF GROUPS   5

- Split students into groups of 18-20.
- Chose any appropriate group names.
- Keep student groups together on buses.
- Assign at least one adult per group.

[✓] Bobcat	[ ] Deer	[ ] Dolphin
[✓] Coyote	[ ] Eagle	[ ] Sea Star
[✓] Hawk	[ ] Rabbit	[ ] Urchin
[✓] Lizard	[ ] Sea Hare	[ ] Mussel
[✓] Snake	[ ] Limpet	

DAY OF TRIP

[ ] Be prepared to hike! Teachers and adult volunteers too!
[ ] Lunches in boxes, separated and labeled by group names
[ ] Laminated name tags with safety pins on students
[ ] Group List (2 copies with absences crossed off)
[ ] Medical Release Forms

SPECIAL MEDICAL NEEDS (*reduced mobility, allergic to bee stings, epilepsy, heart condition, severe asthma, pregnacy, etc.*)

Student/Teacher/Chaperone Name	Medical Need	Group Name
Sally Jones	pregnant	snake

www.insidetheoutdoors.org