

Da Vinci Schools

Policy and Procedures

SCHOOL-SPONSORED FIELD TRIPS

Field trips are defined as educational trips away from the classroom or school site, to allow students an experience for the purpose of a firsthand observation such as a museum, a historic place or college or university. Field trips shall be conducted in connection with the adopted course of study or school-related social, educational, cultural, athletic, school band, or other extracurricular or co-curricular activities. A field trip to a foreign country may be permitted to familiarize students with the language, history, geography, natural science, and other studies relative to a course of study. (Education Code 35330).

School sponsored trips are also activities that may relate to co-curricular activities. Da Vinci school events include but are not limited to athletic team events, approved club outings and student government forums or symposiums, and Da Vinci overnight camp events.

Off campus activities coordinated through seminars or home instruction staff including walking trips to local venues during or after-school hours are also considered events that are provided in connection with the Da Vinci school programs. Examples of school-sponsored events that Da Vinci students are participating in as part of their educational experience are included in Exhibit A.

The Da Vinci Board of Trustees recognizes that field trips supplement and enrich the classroom learning experience, lead to increased student achievement, and foster student engagement. The Board encourages field trips to reinforce and increase learning opportunities and to enhance programs offered by the Da Vinci Schools.

Only the Da Vinci Board may approve requests for field trips involving out-of-state, out-of- country, or overnight travel. The Da Vinci Board of Trustees will approve requests of this nature presented by the principal and Chief Executive Officer. All other school sponsored trips shall be approved in advance by the principal.

When planning trips, staff shall consider student safety, objectives of instruction, the most effective use of instructional time, the distance from school, school and student expense, and transportation and supervision requirements. Principals may exclude from the trip any student whose presence on the trip would pose a safety or disciplinary risk. Student and parent appeals to exclusion shall be made to the Chief Executive Officer and/or designee in accordance with the complaint processes.

No field trip shall be authorized if any student would be excluded from participation because of a lack of sufficient funds. The Chief Executive Officer or designee shall coordinate with community groups to supply funds for students in need. (Education Code 35330)

The Board may approve the use of Da Vinci Schools funds for student expenses for in-state, out- of-state, or out-of-country field trips or excursions when permitted by law. In addition, expenses of instructors, chaperones, and other personnel participating in such trips, as well as incidental expenses for the use of

Da Vinci Schools equipment during the trip, may be paid from Da Vinci Schools funds. (Education Code 35330)

Trip Approval

1. Teachers, employees or agents of the school planning a one-day trip shall make a request in writing to the principal at least 30 calendar days prior to the desired date for the trip. For overnight, out-of-state, and out-of-country trips, the written request must be submitted to the principal at least 60 calendar days prior to the desired dates for the trip. The written request shall include, but not be limited to, the following information:
 - a. Location, duration and date(s) of the trip. If practicable, an alternate date.
 - b. Method of transportation.
 - c. Estimated number of participants, including number of students, hourly and salaried staff, and chaperones.
 - d. Estimated cost and proposed funding source(s) including any substitute teacher coverage required due to absence of the teacher(s) participating in the trip.
 - e. The purpose of the trip and its relation to a course of study or school-sponsored extracurricular or co-curricular activities. A summary or itinerary of activities shall be included with the request.
 - f. School supplies and/or equipment necessary for the trip.
2. The principal shall approve or deny the request and notify the teacher, employee or agent of the school. Identification of any potential concerns or hazards shall be included in the response to the teacher requesting the trip.
 - a. **For trips that include activities identified as high-risk (e.g., water over 2 feet in depth, heights, inflatables, animals, weapons, fire, carnival rides), the request must identify these hazards and include plans for required supervision, emergency procedures, and the use of High-Risk consent forms and (if water is involved) the Swimmer Ability Acknowledgement.**
 - b. **Transportation details must include the transportation provider, SB-88 compliance status (if applicable), and planned departure/return times.**
3. If a principal approves an overnight, out-of-state or out-of-country trip, the request shall be forwarded to the Chief Executive Officer or designee, who shall review the information and make a recommendation to the Da Vinci Board for action.

Reasons for Denial of a Request

In considering a request for a field trip, the following factors may result in the denial of a request:

1. The proposed trip does not appear to have any connection with a course of study or school-related social, educational, cultural, athletic, school band, or other extracurricular or co-curricular activities
2. The proposed activities for the trip would be inappropriate for the age and maturity of the student participants
3. The proposed activities for the trip could be considered inherently dangerous to students or pose unacceptable, unmitigated risks
4. The proposed date(s) for the trip conflict with school-scheduled events (i.e., testing)
5. Excessive number of students taking trips on that particular day
6. Specific students would be excluded from participation because they lack sufficient funds, or other discriminatory-based reasons
7. Excessive cost and/or limited financial resources
8. Lack of availability of transportation

Parent/Guardian Permission

Before a student can participate in a school-sponsored trip, the teacher, employee or agent of the school shall obtain parent/guardian permission for the trip. If the trip involves water activities, specific notification on the permission slip will be indicated.

Parent/guardian permission shall be obtained via the Da Vinci Schools “Field Trip Permission & Informed Consent” form, which includes: trip name/purpose; itinerary/activities; potential hazards (including identification of any high-risk activities); chaperone ratio; transportation mode/provider and SB-88 disclosure (if non-compliant); and departure/return times. For trips involving high-risk activities, a High-Risk Informed Consent must be attached; for water activities, a Swimmer Ability Acknowledgement must also be attached.

If the trip is scheduled during the approved school calendar dates or regular school schedule for the student, the school shall provide an alternative educational experience for students whose parents/guardians do not wish them to participate in a trip.

All persons making the field trip or excursion shall be deemed to have waived all claims against Da Vinci Schools or the State of California for injury, accident, illness, or death occurring during or by reason of the field trip or excursion. All adults taking out-of-state field trips or excursions and all parents/guardians

of students taking out-of-state field trips or excursions shall sign a statement waiving such claims. (Education Code 35330) See Exhibit B for permission forms.

In accordance with Education Code §35330(d), participation in a voluntary field trip constitutes a waiver of claims against Da Vinci Schools, its Board of Directors, officers, employees, volunteers, and agents for injuries or losses occurring during the trip, except in cases of gross negligence, recklessness, or willful misconduct. The school's informed consent form reflects this limitation.

Supervision

The principal shall ensure that adequate supervision is provided on all school-sponsored trips and that there is an appropriate ratio of adults to students present on the trip. If the trip involves water activities, this ratio shall be revised as necessary.

1. Students on school-sponsored trips are under the jurisdiction of Da Vinci Schools and subject to school rules and regulations.
2. Teachers or other certificated personnel shall accompany students on all trips and shall assume responsibility for their proper conduct.
3. Teachers or other certificated personnel shall be present before students arrive at the pre-determined meeting place at the beginning of the trip and shall remain until all students have left at the conclusion of the trip.
4. Before the trip, the teacher, employee or agent of the school shall provide any adult chaperones who may accompany the students with clear information regarding their responsibilities.
5. Chaperones shall be at 18 years or older, preferably 21 years of age or older and approved by the site principal.
6. Chaperones shall be assigned a group of students and shall be responsible for the monitoring of these students' activities during the duration of the trip and will communicate to students the drop off and/or pick up location if students are separated or allowed to be on own.
7. Teachers, employees/agent of the school, and chaperones shall not consume alcoholic beverages or use controlled substances while accompanying and supervising students on a trip and adhere to all norms established by the Da Vinci School Employee handbook.
8. **Chaperone ratios shall be set based on risk level and student needs and shall be documented on the informed consent form (e.g., increased ratios for water, remote locations, or other high-risk activities).**

Safety and First Aid

1. While conducting a trip, the teacher, employee or agent of the school shall have the school's first aid kit in his/her possession or immediately available. (Education Code 32041)
2. Students who need medication administered during the trip, or under emergency circumstances, shall have access to such medication and assistance with administration of medication, as appropriate. Authorization for administration must be approved by school health care professionals with appropriate physician documentation.
3. Whenever trips are conducted in areas known to be infested with poisonous snakes:
 - a. The first aid kit taken on the trip shall contain medically accepted snakebite remedies. (Education Code 32043)
 - b. The trip shall be accompanied by a teacher, employee, or agent of the school who has completed a first aid course which is certified by the American Red Cross and which emphasizes the treatment of snakebites. (Education Code 32043)
4. Da Vinci Schools shall provide or make available medical and/or hospital insurance for students injured while participating in any excursion or field trip. (Education Code 35331)
5. If the Chief Executive Officer or designee receives threat level warnings from the Homeland Security Advisory System pertaining to the destination of a school-sponsored trip, he/she shall implement precautions necessary to protect the safety of students and staff.
6. Lifeguards are required for all swimming activities. If the activity is at a private pool, the owner of the pool shall provide a certificate of insurance, designating Da Vinci Schools as an additional insured, for not less than \$500,000 in liability coverage. Staff shall determine supervisory responsibilities for all chaperones.
7. Before trips of more than one day, the principal or designee may hold a meeting for staff, chaperones, parents/guardians, and students to discuss safety and the importance of safety-related rules for the trip.
8. **High-risk activities require pre-trip hazard assessment, emergency procedures, and attachment of the High-Risk Informed Consent (and Swimmer Ability Acknowledgement when water activities are involved).**

Transportation

The Chief Executive Officer or principal, or his/her respective designee, shall determine the most appropriate, reasonable and cost-effective mode of transportation for each approved trip. He/she may authorize the use of Da Vinci Schools vehicles, contract to provide transportation, or arrange transportation by the use of other vehicles.

School-related organizations requesting transportation shall be fully responsible for the costs of their trips unless funding has been approved by the Da Vinci Board.

The Chief Executive Officer or designee shall ensure that Da Vinci Schools' or contractor has sufficient liability insurance for transportation on school-related trips.

Da Vinci Schools' transportation safety plan containing procedures for school personnel to follow to ensure the safe transport of students on school buses or school student activity buses shall address all of the following: (Education Code 39831.3)

1. Determining if students require escort pursuant to Vehicle Code 22112(d)(1)
2. Boarding and exiting a bus at a school or other trip destination
3. Procedures to ensure that a student is not left unattended on a bus
4. Procedures and standards for designating an adult chaperone, other than the driver, to accompany students on a bus

The transportation safety plan shall be made upon request to an officer of the Department of the California Highway Patrol and revised as required.

Prior to departure on a school-sponsored trip, all students riding on a bus shall receive safety instruction that includes, but is not limited to, location of emergency exits, and location and use of emergency equipment. Instruction may also include responsibilities of passengers seated next to an emergency exit. (Education Code 39831.5)

When school transportation is provided, students may be released from using school transportation only with the advance written permission of their parents/guardians.

For transportation by private vehicle, please refer to the Da Vinci Schools Transportation by Private Vehicle Policy.

All informed consent forms must document the transportation provider and SB-88 compliance status; where a non-SB-88-compliant driver or private vehicle is used, the form must include an SB-88 disclosure to parents/guardians.

LEGAL REFERENCES

EDUCATION CODE

8760-8761 Authorization of outdoor science, conservation, and forestry programs

32040-32044 First aid equipment: field trips

35330 Excursions and field trips

35331 Provision for medical or hospital service for students (on field trips)

35332 Transportation by air

35350 Transportation of students

39830 School bus, definition

39830.1 School pupil activity bus

39831.3 Transportation safety plan

39831.5 Bus safety instruction

39860 Transportation to special activities

44808 Liability when students not on school property

48908 Duties of students; authority of teachers

BUSINESS AND PROFESSIONS CODE

17550-17550.9 Sellers of travel

17552-17556.5 Educational travel organizations

HEALTH AND SAFETY CODE

118947-118949 Prohibition against smoking in motor vehicle with minor VEHICLE CODE

545 School bus, definition

12814.6 Limitations of provisional driver's license

27315 Mandatory use of seat belts in private passenger vehicles

27360-27360.5 Child passenger restraint systems

27363 Child passenger restraint systems, exemptions

Approved and Adopted by the Da Vinci Schools Board on November 20, 2019

Approved and Adopted by the Da Vinci Schools: L.A. County Board on November 26, 2019

Revision Approved and Adopted by the Da Vinci Schools Board on October 22, 2025

Revision Approved and Adopted by the Da Vinci Schools: L.A. County Board on _____

EXHIBIT A

EXAMPLES OF SCHOOL-SPONSORED EVENTS

(Exhibit A of the Da Vinci Schools School-Sponsored Field Trips Policy)

Field Trips:

- Walking field trips to local businesses (Yogurtland, etc.)
- Local Parks, Museums & the Griffith Observatory
- Local Colleges & Universities
- Local Beaches (Senior Beach Day)
- Local Historical Sites

Regularly held, Off-Campus Seminars:

- Running (local routes)
- Auto Mechanics (El Segundo Auto Museum)
- Frisbee (Del Aire Park)
- Work Experience (at local businesses)
- Sports and Athletic Activities

EXHIBIT B

- FIELD TRIP PERMISSION AND INFORMED CONSENT FORM
- OVERNIGHTER/EXPERIENTIAL FIELD TRIP FORM AND CODE OF CONDUCT
- **HIGH RISK INFORMED CONSENT**
- **SWIMMER ABILITY ACHKNOWLEDGEMENT**

FIELD TRIP PERMISSION & INFORMED CONSENT FORM

Your child is invited to participate in a school-sponsored field trip under the supervision of Da Vinci Schools staff. Please review the details below and complete all sections to indicate your informed consent.

Student Name: _____ DV Staff Supervisor(s): _____

Off-campus Location: _____ Transportation: _____

Departure Date & Time: _____ Return Date & Time: _____

Trip Name/Purpose: _____

Educational Purpose/Activities Planned: _____

Chaperone Ratio: _____ adults to _____ students

INFORMED CONSENT AND ASSUMPTION OF RISK

I understand that participation in this field trip is voluntary and not required for course credit or graduation. An alternate educational activity will be provided if I choose not to give permission for my student to attend.

I understand that this trip involves travel and activities that may carry inherent risks, including but not limited to minor injuries (e.g., scrapes, sprains), environmental exposure, or transportation-related incidents. Da Vinci Schools will take reasonable steps to ensure the health and safety of all participants, including maintaining appropriate chaperone ratios and following all applicable policies and safety protocols.

In accordance with California Education Code §35330(d), participation in this voluntary field trip constitutes a waiver of claims against Da Vinci Schools, its Board of Directors, officers, employees, volunteers, and agents for injuries or losses occurring during the trip, except in cases of gross negligence, recklessness, or willful misconduct. This acknowledgment reinforces statutory protections afforded to schools conducting educational field trips within their lawful authority.

TRANSPORTATION AND SB-88 DISCLOSURE

Transportation will be provided by: _____

- ☐ School bus or district-approved transportation provider
- ☐ Charter transportation meeting all SB-88 safety requirements
- ☐ Private vehicle (non-SB-88 compliant—see below)

If a private vehicle or other non-SB-88-compliant driver is used, parents/guardians are hereby informed that such drivers may not meet all vehicle, insurance, or licensing standards outlined in SB-88. By signing below, you acknowledge this disclosure and consent to your student's participation under these conditions.

All students are required to travel to and from the field trip on school-approved transportation, unless alternate arrangements are approved in writing by the principal or designee.

CONDUCT AND SUPERVISION

Students are expected to follow all school rules and directions given by supervising staff and chaperones. Misconduct may result in disciplinary action, including removal from the activity and return home at the parent's expense.

AUTHORIZATION FOR MEDICAL TREATMENT

If my student becomes ill or injured during the trip, school staff will make reasonable efforts to contact me before obtaining medical care, except in an emergency. In the event of an emergency, I authorize school personnel to obtain necessary medical treatment and for licensed healthcare providers to administer such care. I understand that medical costs are my responsibility.

HEALTH INFORMATION

Medical Needs/Allergies/Conditions (if none, write "none"): _____

Insurance Provider/Policy #: _____

Emergency Contact (if parent/guardian cannot be reached):

Name: _____ Phone: _____

Note: Students may not carry or self-administer medication unless authorized under school policy with appropriate documentation from a licensed provider.

SIGNATURES

By signing below, I acknowledge that I have read and understood this form and voluntarily grant permission for my student to participate.

Student Name: _____

Student Signature: _____ **Date:** _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____ **Date:** _____

Parent/Guardian Phone: _____

Administrative Approval: _____ **Date:** _____

FOR OFFICE USE ONLY

- ☐ Regular Trip ☐ High-Risk Trip ☐ Water Activity (attach Swimmer Ability Form)
☐ Transportation Vendor Verified ☐ Chaperone List Attached ☐ SB-88 Disclosure Provided

OVERNIGHTER/EXPERIENTIAL FIELD TRIP PERMISSION FORM AND WAIVER

Your child has received charter school approval to participate in a field trip which involves your student leaving the Da Vinci Schools campus under the supervision of a Da Vinci Schools staff member, indicated below. All of the expectations as outlined in the schools' handbooks apply to students participating in off-campus excursions.

Student Name: _____ Teacher: _____
Departure: _____ @ _____ AM/PM Return: _____ @ _____ AM/PM
Overnighter Location: _____

Transportation Provider/Mode: _____ SB-88 status: ☐ Compliant
☐ Non-SB-88 (parent disclosure required)

WAIVER OF CLAIM: ~~I understand that AB 766 provides that all persons making a field trip or excursion shall be deemed to have waived all claims.~~ **In accordance with California Education Code §35330(d), participation in this voluntary field trip constitutes a waiver of claims against Da Vinci Schools, its Board of Directors, officers, employees, volunteers, and agents for injuries or losses occurring during or by reason of the field trip or excursion, except in cases of gross negligence, recklessness, or willful misconduct.**

1. I understand this field trip is optional and attendance by my child is not required and that an alternative activity at Charter School will be provided if I do not give permission for my child to participate.
2. I understand that all students going on this trip will be responsible in conduct to the bus driver(s), to teachers, and, if applicable, adult sponsors at all times.
3. I understand that all field trips begin and end at the School and that all students are required to go and return from this event on the transportation provided, unless prior arrangements have been made and agreed to in writing by the principal, site administrator, or teacher.
4. **If this trip includes any high-risk activities and/or water activities, I understand that a High-Risk Informed Consent and/or Swimmer Ability Acknowledgement must be completed and attached.**

SB-88 DISCLOSURE (complete if applicable): If transportation is provided by a private vehicle or other non-SB-88-compliant driver, I acknowledge that such driver may not meet all SB-88 vehicle, insurance, or licensing standards, and I consent to my student's participation under these conditions.

AUTHORIZATION TO TREAT MINOR: In the event that I, or other parent/guardian, cannot be reached in an emergency, I hereby give permission to the school staff to secure proper treatment for my child. I do

hereby consent to whatever x-ray, examination, anesthetic, medical, surgical or dental diagnosis or treatment and hospital care are considered necessary in the best judgment of the attending physician, surgeon or dentist and performed by or under the supervision of the medical staff of the hospital or facility furnishing medical or dental services. **I understand that medical costs are my responsibility.**

PARENT/LEGAL GUARDIAN SECTION: MUST BE COMPLETED

Name of Parent/Legal Guardian: _____ Phone: _____

Emergency Contact Person: _____ Phone: _____

Physician's Name: _____ Phone: _____

Health Insurance Carrier: _____ Policy Number: _____ Phone: _____

Student's Critical Medical Conditions / Dietary Needs / Allergies: *(if none, please initial here _____)*

I understand that all students participating in this trip will be expected to adhere to all of the rules & expectations of student conduct outlined in the Da Vinci Schools Student Handbook and on the reverse side of this document. I agree to abide by these policies, and I understand that violation of these rules may result in my being sent home at my parents' expense and possible removal from Da Vinci Schools.

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

FOR OFFICE USE ONLY: ☐ High-Risk components identified ☐ High-Risk consent attached ☐
Swimmer Ability form attached (if applicable)

OVERNIGHTER/EXPERIENTIAL FIELD TRIP CODE OF CONDUCT

Student Name: _____

It is our intent that the Overnighter will be a fantastic experience for all students. To facilitate this, all students are expected to abide by the Da Vinci Schools Student Handbook and Code of Conduct. Sections of this code of conduct specifically applicable for the overnighter are below. Failure to abide by these expectations may result in disciplinary action, including being sent home from the Overnighter at parents' expense and/or suspension and/or removal from Da Vinci Schools.

STUDENTS: Please initial next to each of the paragraphs below to indicate that you have read and understand them.

DRESS CODE

Standard Da Vinci Schools dress code does not apply for the Overnighter, but all clothing worn by students must not be overly revealing or have inappropriate content. _____

PERSONAL RIGHTS

For Da Vinci to be a safe, open, and effective school, students must respect the personal rights of others in the school and neighboring community. Rudeness, profanity, or malicious behavior – physical or verbal – will not be tolerated. _____

PROPERTY RIGHTS

Absolute respect for property rights of others is expected of all members of the school. Stealing or vandalism in any form, including the unauthorized “borrowing” of another’s belongings will not be tolerated. In addition to respecting the property belonging to other students, the staff, and the school, students must also respect the property rights of the venue and the transportation provider.

DRUGS, ALCOHOL, TOBACCO AND SMOKING PARAPHERNALIA (INCLUDING VAPORIZERS)

Drugs, alcohol, and smoking (including vaporizers) are prohibited in the school, on the campus, and at off-campus school functions. Violations may lead to suspension and/or removal from Da Vinci Schools. _____

VANDALISM

No one is to injure, destroy, or deface property, including but not limited to the transportation vehicles and the host facility property. Vandalism will be dealt with severely. All will treat the building with care and respect. Parents and guardians will be responsible for paying for any damage done to the building by their child. People with any information about damage done should report it to the principal. Writing or spray painting inappropriately on or around campus (graffiti), carving on school furniture/fixtures, mishandling a book, breaking a window, destroying equipment or damaging materials are all infringements on the rights of the Da Vinci community.

WEAPONS

Guns, knives, explosives, or weapons of any type are not permitted in the school, on the campus, and anywhere on school functions on or off the premises. Violations will lead to expulsion. Items that appear to be weapons are prohibited as well. _____

FOR 9TH GRADE OVERNIGHTER TRIPS:

You should bring:	You should NOT bring:
<p style="text-align: center;"> Bath Towel & Toiletries Change of clothes (including warm clothes for the evening) Comfortable shoes Sleeping bag & pillow Re-fillable water bottle Sunscreen Swimwear & Towel (optional) </p>	<p style="text-align: center;"> Computers/Tablets/other expensive electronics Skateboards/Scooters Food/candy/gum Prohibited items (see above) </p>

Student Name: _____ Student Signature: _____

Parent/Guardian Name: _____ Parent/Guardian Signature: _____

HIGH-RISK INFORMED CONSENT FORM (Attach when any high-risk activity is planned)

Student Name: _____ Site: _____

Trip Name/Purpose: _____

Location: _____

Activity Date(s)/Time(s): _____

High-Risk Activities Involved (check all that apply):

- ☐ Water over 2' depth (pool/ocean/lake/river) ☐ Heights (>6 ft, ropes/zip/rock) ☐ Inflatables/jumping
☐ Animals (e.g., horseback riding/handling) ☐ Weapons (e.g., archery/paintball/range) ☐ Fire
☐ Carnival rides
☐ Other (describe): _____

Inherent Risks & Safety Measures (brief description):

- **Risks:** e.g., slips/falls, impact injuries, environmental exposure, drowning, equipment failure, animal behavior.
- **Controls:** certified staff/vendors as applicable; required PPE; supervision ratios; briefings and rules; emergency plan; (for water) lifeguards on duty where required; buddy system.

Assumption of Risk & Conduct

I understand this is a voluntary activity and not required for course credit/graduation. I acknowledge that the activity involves inherent risks that may result in injury or illness, and that Da Vinci will take reasonable measures to reduce risk (staff training, ratios, vendor verification, safety rules).

Education Code §35330(d) Acknowledgment (Waiver Limitation)

Participation in a voluntary field trip constitutes a waiver of claims against Da Vinci Schools, its Board of Directors, officers, employees, volunteers, and agents for injuries or losses occurring during or by reason of the field trip or excursion, except in cases of gross negligence, recklessness, or willful misconduct.

Medical Authorization & Costs

If I cannot be reached in an emergency, I authorize school personnel to obtain necessary treatment; I understand medical costs are my responsibility.

Chaperone Ratio for this Activity: _____ adults : _____ students

Transportation Provider/Mode: _____

SB-88 status: ☐ Compliant ☐ Non-SB-88 (disclosure provided on main form)

Parent/Guardian Consent

I have reviewed the activity description, risks, supervision, and emergency plan; I consent to my student's participation under these conditions.

Parent/Guardian Name: _____

Parent/Guardian Signature: _____ **Date:** _____

Student Signature (if required by site): _____ **Date:** _____

FOR OFFICE USE ONLY

☐ Vendor/Facility verified (insurance/qualifications as needed) ☐ Ratios confirmed ☐ Emergency plan briefed

☐ PPE/gear list issued (if any) ☐ Incident/med kit confirmed ☐ If water involved → attach **Swimmer Ability** form

(Aligned to the district's informed consent approach and high-risk categories; reference: §35330(d) language and CharterSAFE high-risk guidance.)

SWIMMER ABILITY ACKNOWLEDGEMENT (Attach for any water activity)

Student Name: _____ Site: _____
Trip Name/Purpose: _____
Location/Facility: _____
Water Activity Type(s): ☐ Pool ☐ Ocean ☐ Lake/River ☐ Wading/Water Park ☐ Other: _____
Date(s)/Time(s): _____

Please check one level that best describes the student's swimming ability:

- ☐ **NON-SWIMMER** — Cannot swim 50 continuous feet without stopping/standing/dog-paddling.
- ☐ **BEGINNER** — Can jump feet-first into deep water, level off, and swim **50 feet** continuously; can turn and return; basic comfort.
- ☐ **SWIMMER** — Can jump feet-first into deep water, swim **100 yards** continuously using more than one stroke (including 25 yards easy backstroke), and then float/rest.

Supervision & Safety

- Certified lifeguards will be present where required; staff/chaperones will supervise per trip ratios.
- A buddy system and designated boundaries will be enforced.
- Appropriate swimwear is required; student must follow all posted rules and staff directions. Medical needs (e.g., asthma, seizures, allergies) must be disclosed on the main form; medication protocols apply.

Parent/Guardian Acknowledgement

I have accurately indicated my student's swimmer ability and understand that staff will use this information to make supervision and participation decisions.

Parent/Guardian Name: _____

Parent/Guardian Signature: _____ Date: _____

Student Signature (if required by site): _____ Date: _____

FOR OFFICE USE ONLY

- ☐ Lifeguards verified (if applicable) ☐ Boundaries set/buddy system briefed ☐ Ratios increased for

water

☐ Weather/tide/conditions checked (if applicable) ☐ Rescue/AED availability confirmed

(Levels mirror our established categories; includes lifeguard/ratio expectations and buddy system consistent with best practices.)