

**PEACE WAPITI PUBLIC SCHOOL DIVISION No. 76**

POLICY HGCG – Off-Site Activities  
 Exhibit 1- Off-Site Activities Requirements Chart  
 Page 1 of 1

<b>Requirements</b>	<i>Local</i>	<i>Local with risk</i>	<i>Provincial or Overnight</i>	<i>National</i>	<i>International</i>
<b>Maximum activity level allowed by grade:</b>	K - 3	4 - 6	4 - 6	7 - 8	9 - 12
<b>Supervision: minimum level required:</b>					
(# of supervisors / # of students)					
Kindergarten	2/class				
1-3	1/class				
4 - 6	1 / class	1 / 15	1 / 8		
7 - 9	1 / class	1 / 15	1 / 12	1 / 12	1 / 12
10 - 12	1 / class	1 / 15	1 / 12	1 / 12	1 / 12
<b>Detailed documentation in writing required:</b>	yes	yes	yes	yes	yes
<b>Approval level required:</b>	Principal	Principal	Principal	Superintendent	Superintendent & Board
<b>Approval required in writing:</b>	yes	yes	yes	yes	yes
<b>Informed parental consent required:</b>	yes *	yes	yes **	yes	yes
<b>Supervisor agreements required in writing</b>			yes	yes	yes
<b>Supervisor first aid certification required:</b>				yes	yes
<b>Criminal record check for volunteers required</b>			yes	yes	yes
<b>Review risk 7-14 before departure</b>				yes	yes
<b>Travel insurance required:</b>					yes
<b>Recommended vaccinations and medical insurance required:</b>					yes
* one-time blanket for walking in school neighbourhood is okay.					
** one-time blanket for scheduled event is okay.					
<b>This information is provided as a tool to assist the Teacher-in-Charge. Refer to Policy HGCG for detailed requirements.</b>					