

## SCDSB FIELD TRIP VENUE APPLICATION FORM

to host SCDSB students at your facility

<b>Venue</b>	
<b>Contact information</b>	<b>Contact name:</b>
	<b>Address:</b>
	<b>Phone number:</b>
	<b>Email:</b>
	<b>Website:</b>
<b>Maximum number of attendees</b>	
<b>Facility is wheelchair accessible</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>List of activities</b>	
<b>Activities available in French</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Target grade(s)</b>	
<b>Cost per student</b>	
<b>Certificate of Insurance (COI)</b>	COI attached - SCDSB must be listed as a certificate holder with minimum \$2,000,000 general liability coverage
<b>Preparatory activities</b>	
<b>Follow up activities</b>	
<b>Ophea</b>	I/we have reviewed applicable Ophea guidelines and confirm that all activities follow applicable Ontario Physical Activity Safety Standards in Education – <a href="https://safety.ophea.net">https://safety.ophea.net</a>

<b>Consent forms</b>	I/we understand that students will be using SCDSB high risk consent form in place of the venue waivers/consent forms.	
	I/we require a blank copy of the SCDSB high risk consent form to be reviewed by the insurance company.	
	For insurance purposes, copies of completed consent forms for all students attending are to be provided on the day of the visit.	
<b>Presentation(s) during field trip</b>		
<b>Notes/presentation(s)</b>	Attached	N/A
<b>Handouts</b>	Attached	N/A
<b>Surveys/forms to be completed by students</b>	Attached	N/A
<b>Video link(s)</b>		
<b>Acknowledgements:</b>		
<b>No photos will be taken or shared by you or your staff.</b>		
<b>Only information approved in this application will be shared with students. No other information will be presented/communicated to students.</b>		
<b>No advertising or promotional information will be sent home with staff and students.</b>		
<b>I/we acknowledge that use of the racial slur, N-word is prohibited – <a href="#">click here</a> for the 2022-23 advisory.</b>		
<b>I/we understand that any discrimination, harassment, bullying, hate-related behaviour and aggression, on protected grounds under the Ontario Human Rights Code in any form (e.g., by conduct, electronic, printed or verbal) shall not be tolerated or condoned.</b>		
<b>Note: Student mental health – SCDSB references <a href="#">School Mental Health Ontario Decision Support Tool</a> when reviewing applications.</b>		
<b>References:</b>		
Name and contact information:		
Name and contact information:		
Name and contact information:		
<b>Completed by:</b>		
<b>Name:</b>	<b>Signature:</b>	<b>Date:</b>