

Medicine Hat Public School Division

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NON-LOCAL OR OVERNIGHT OFF-SITE ACTIVITY APPROVAL

(To be completed by Lead Teacher and Principal and OHS Officer)

- This form is used for grades 4-12 off-site activities with destinations greater than 50km one-way from the city limits but within the Province of Alberta or overnight trips; grades 7-12 within Canada; grades 10-12 international travel.
- Prior approval is required from the school principal and the Occupational Health and Safety Officer so please submit forms at least 30 days in advance of departure.
- Regularly scheduled travel for extracurricular teams and clubs can be requested with the *Extra-Curricular Off-Site Activities Form (720 E004)*.

School: MHHS & CHHS Lead Teacher: Georgia Bull

Destination: Honolulu, Hawaii

Date(s): March 15-22 , 2025

Number of Students involved: 16 max Classes/Grades involved: 10-12

Ratio of designated supervisors to students (designated supervisors can include non-staff supervising adults): 2: 16
(# Supervisors: # Students)

Does the ratio of supervisors to students meet the required ratio for the grade level in as outlined in the *Off-Site Activity Summary (Schedule A – 720 AP 001)*? Yes ☒

Total trip length (#days) 9 Total # of instructional days included in trip 4

Does the trip application meet the grade requirements as per the *Off-Site Activity Summary* for the type and duration of the proposed trip? Yes ☒

Supervisors – List supervisor name, role and current first aid training for each. Please refer to the *Off-Site Activity Summary (Schedule A – 720 AP 001)* for first aid training requirements for off-site activities.

	Supervisor Name	Role of Supervisor	First Aid Training
1)	<u>Georgia Bull</u>	<u>Lead/Head Coach</u>	<u>Advanced</u>
2)	<u>Suzanne Fischer</u>	<u>Supervisor</u>	<u>Standard</u>
3)	<u></u>	<u></u>	<u></u>
4)	<u></u>	<u></u>	<u></u>
5)	<u></u>	<u></u>	<u></u>
6)	<u></u>	<u></u>	<u></u>

Educational Alignment (describe the educational fit and if required, attach the relevant *Program of Studies* and *Intended Student Outcomes*)

Extracurricular - Rugby

Credits that can be earned by participating on this trip:

Travel and Tourism 1010; Travel and Tourism 1019; Special Projects

Activities Planned (please list all that apply):

Category of Activity as per **AP 722 AP 001**

Hiking - Diamond Head	☒	Green	☐	Yellow	☐	Red (Prohibited)
Paddleboarding - Canal	☐	Green	☒	Yellow	☐	Red (Prohibited)
Rugby Matches - play	☒	Green	☐	Yellow	☐	Red (Prohibited)
Volunteer Activities; beach clean up etc	☒	Green	☐	Yellow	☐	Red (Prohibited)
University Tour	☒	Green	☐	Yellow	☐	Red (Prohibited)
Rugby Matches - watch	☒	Green	☐	Yellow	☐	Red (Prohibited)
Museums/Historic Sites	☒	Green	☐	Yellow	☐	Red (Prohibited)
Nature walks and reserve visits	☒	Green	☐	Yellow	☐	Red (Prohibited)

Has the *Off-Site Activity Risk Assessment Form (720 E 006)* been completed? Yes ☐

Are the activities listed above planned in accordance with the *School Physical Activity, Health & Education Resource for Safety?* www.myspheres.ca

Yes ☒

Financial Considerations (Are there any costs to this off-site outing and if so, how is it being funded?)

Fundrasing to cover costs as much as possible



Accommodation Arrangements (For all overnight trips)

OHANA WAIKIKI EAST HOTEL - Honalulu, HI

Transportation Arrangements (please include details for all types that apply)

Parents will drive players to airport in Calgary; Westjet flights to Hawaii, layover in Vancouver; Airport transfers included with encore sports package from Honalulu airport to hotel and back.

Many activities are available within walking distance, including rugby matches.

If students are being transported in a private vehicle by a teacher, parent, or volunteer, please complete the *Volunteer Driver Application* form (720 E 007).

Signature of Lead Teacher:

[Signature]

Date:

March 19 2024

Signature of Principal:

[Signature]

Date:

Mar 19 / 24

Signature of OHS Officer:

[Signature]

Date:

20 - Mar - 2024

If this is a NATIONAL or INTERNATIONAL trip, the signature of the Superintendent is required.

In addition, please attach a detailed itinerary.

Signature of Superintendent:

[Signature]

Date:

27 March 2024

If a substantial change in trip itinerary occurs, notify the Occupational Health & Safety Officer (OHS).

**Once the form is completed with all applicable signatures, send
720 E 001 All Off-Site Activity Consent Form home to parents.**