



FIELD TRIP CHECKLIST

With proper preparation and planning, you will have a successful field trip! The checklist below is designed to help you organize a well-planned field trip.

- 1. *Be familiar with the site and background information.*
- 2. *Review the information in the Educator's Guide.*
- 3. *Arrange transportation.*
- 4. *Develop lesson plans and activities that fit into your curriculum and take advantage students' interests. Design worksheets for your students to use during their field trip to enhance learning (optional).*
- 5. *Have your schedule well thought out and coordinated with Cache River Wetlands area staff. Consider small group divisions, distribution of equipment, travel time, timing of activities, and rainy day alternative activities.*
- 6. *Recruit adult leaders who can assist with your field trip. A 1:10 ratio of adults to students is recommended. Emphasize this is to be a fun-filled learning experience.*
- 7. *Have students' parents visit the Cache River Wetlands area or arrange informational meeting at your school.*
- 8. *Proper dress is important. Ask students to bring a warm jacket or rain gear (if necessary) and to wear clothes they won't mind getting dirty. Students should wear sturdy walking shoes and long pants. Backpacks are always a good idea to free hands to write, to point out interesting animals, and to use binoculars.*
- 9. *Don't forget lunches!! Bring a bag for collecting lunch garbage. Many area sites do not have garbage receptacles. It is also a good idea to bring water for drinking.*
- 10. *Name tags, with first names only, help students to identify their groups, and leaders and staff to identify the students.*
- 11. *Prepare students for their field trip. Let them know where they are going and the behavior expected of them. The Cache River Wetlands area is different from a park or playground.*





PLANNING A FIELD TRIP

The difference between making your field trip just another fun day outside the classroom or a powerful learning experience in the field depends on how well you and your students are prepared.

Be Familiar with the Site!

You, and as many of your adult leaders as possible, should visit and explore the site. Remember, places change over time and with the seasons, therefore, you should visit during the season of your scheduled field trip. The area's trails are open during daylight hours.

Field Trip Themes and Goals--Plan Ahead

Know the concepts you want to teach and select or design field trip activities as well as pre- and post-trip activities to teach those ideas. It may not be so important that you follow your schedule exactly but do have a conceptual map of the goals and objectives of your field trip; being flexible for unpredictable events or changes is suggested.

Student Suggestions

Ask for suggestions from your students. What do they expect to see and do? After all, this is their field trip. If they can help design it and have an investment in it, their visit to the area will be more memorable. Follow up on any sparks of interest you noticed during pre-trip activities or as you explained the upcoming trip. Ask your students to answer the following questions in writing. Use their responses in your planning.

What do you expect to see in the Cache River Wetlands?

What do you expect to do in the Cache River Wetlands?

What would you like to study in the Cache River Wetlands?

Adult Leaders and Group Size

A ratio of 1:10 (adults to students) is recommended for a field trip.

Class Groups

If your students will be working in small groups, divide your class into the groups before arriving at the area. Plant-, animal-, or color-coded name tags or name tags cut in wildlife shapes are successful examples of grouping techniques.

After the Trip

Continue the field trip experience in your classroom. Summarize the events and conduct follow-up activities. Relate back to the field trip throughout the school year.

