

**FIELD TRIP REQUEST FORM**  
**SWIMMING SUPPLEMENT**

**Type of Facility**

- TUHSD Pool
- Other school district pool
- Commercial or public swimming facility
- \_\_\_\_\_ Phone \_\_\_\_\_
- A private pool is being used; certificate of liability insurance for not less than \$1,000,000 has been obtained.
- Name of owner: \_\_\_\_\_
- Location of pool: \_\_\_\_\_
- Phone: \_\_\_\_\_
- Parents notified and signed permission given.
- Swimming ability of staff and students determined.
- Lifeguard will be available.
- Written instructions on supervision/safety distributed to staff and chaperones.
- Provision made for students with varying swimming abilities.
- Provision made for floatation devices as appropriate.
- A one-on-one system for monitoring will be implemented.
- The principal and teacher initiating swim activities has, or will have, visited the site and assessed risks prior to trip.
- Written emergency procedures are in place.
- A ratio of not less than one chaperone for each 10 students will be maintained.

Staff member in charge: \_\_\_\_\_

Principal, signature \_\_\_\_\_ Date \_\_\_\_\_