

Excursion risk management plan

Excursion details	
Date(s) of excursion	Excursion destination
Departure and arrival times	
Proposed activities	Water hazards? Yes/No If yes, detail in risk assessment below.
Method of transport, including proposed route	
Name of excursion co-ordinator	
Contact number of excursion co-ordinator	(BH)
Number of children attending excursion	(M) Number of educators/ parents/volunteers
Educator to child ratio, including whether this excursion warrants a higher ratio? Please provide details.	
Excursion details	
First aid kit	<input type="checkbox"/> List of adults participating in the excursion
<input type="checkbox"/> List of children attending the excursion	<input type="checkbox"/> Contact information for each adult
<input type="checkbox"/> Contact information for each child	<input type="checkbox"/> Mobile phone / other means of communicating with the service & emergency services
<input type="checkbox"/> Medical information for each child	<input type="checkbox"/> Other items, please list