

# Risk Assessment Checklist for School Field Trips

## Trip Details

Trip Title	<div></div>
Date of Trip	<div></div>
Location	<div></div>
Organiser/Supervisor	<div></div>
Number of Students	<div></div>
Number of Staff	<div></div>

## Risk Assessment

Hazard	Risks Identified	Measures to Control Risk	Person Responsible	Additional Notes
<div></div>	<div></div>	<div></div>	<div></div>	<div></div>
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## Emergency Procedures

Procedure	Responsible Person	Contact Information
<div></div>	<div></div>	<div></div>
<div></div>	<div></div>	<div></div>

Review & Approval

Reviewed By	<div></div>
Date	<div></div>
Comments	<div></div>