

OUTDOOR LEARNING TEACHER CHECKLIST

Before You Go

Planning

☐

Review school and district policies

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Obtain required approvals

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Complete a risk assessment

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Visit the learning site

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Check travel routes (if off-site)

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Confirm transportation arrangements

Supervision & Safety

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Confirm appropriate supervision ratios

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Ensure required certifications (First Aid, etc.)

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Pack a First Aid Kit

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Bring an emergency communication device

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Prepare emergency contact information

Student Readiness

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Review medical needs and accommodations

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Collect signed permission forms

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Teach required skills

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Confirm activity prerequisites

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Review safety expectations

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Discuss weather, clothing, hydration, and Leave No Trace principles

During Outdoor Learning

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Conduct a safety briefing

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Take attendance regularly

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Monitor student well-being

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Watch changing weather

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Schedule hydration breaks

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Address hazards immediately

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Stay within approved locations and activities

☐

Confirm appropriate supervision ratios

☐

Ensure required certifications (First Aid, etc.)

After the Experience

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Staff debrief

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Report incidents if required

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Invite student reflection

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Record notes for future planning

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Celebrate outdoor learning!

Outdoor Learning Essentials

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First Aid Kit

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Cell Phone / Satellite Messenger

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Attendance List

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Emergency Contacts

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Permission Forms

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Water

☐

Snacks

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Sunscreen / Bug Spray

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Extra Layers

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Rain Gear

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Learning Materials