

Seashore Learning Center Field Experience Guidelines for Volunteers

Thank you so much for being willing to help on Seashore Learning Center field experiences. Here are some guidelines to help make the experience as safe and enjoyable as possible for everyone.

1. State law and Island Foundation policy requires that all volunteers must have completed a background check before the event. This includes any adult that will be riding in a vehicle with the children. (Forms are available at the office).
2. Volunteers need to show up at the time requested by the teacher. Please fuel ahead of time. There will be a necessary pre-field trip briefing led by the organizing teacher. This will include maps and directions.
3. Teachers will have prearranged student groups. Do not switch students without the direct permission of the teacher organizer. This could result in leaving a student behind or an unnecessary wait while someone searches for the student. This includes vans, cars, hotel rooms, teams, etc. Please take a head count before and after any transition to ensure your group stays together.
4. For the safety of all students, the driver may not talk or text on cell phones while driving with students. Please assign a student to help you with the phone. Every driver will have the organizer's phone number.
5. Planned routes, directions, and tours must be adhered to including meal stops and rest stops. Convoys must follow lead vehicle. This will allow all students to arrive at the activity at the planned time, and insure an opportunity for all students to benefit from the trip.
6. Behavior, language, and attire of all participants should always best represent Seashore Learning Center as described in the Student Handbook.
7. Students who do not comply with directions should be taken to the organizing teacher. We take full responsibility for disciplinary issues.
8. In any situation that a volunteer may have a problem, he or she needs to talk to the organizing teacher. Help make this a positive and productive trip by supporting the organizing teacher and staff.
9. At no time, should a parent volunteer take students anywhere on his or her own. This is a liability issue for the parent and the school. Drivers should stay with the convoy and not make any unscheduled stops. Should you experience car trouble or have to make an emergency stop, please notify the teacher organizer immediately.
10. We understand there may be unexpected conflicts, so once you have committed to drive- please notify the teacher well in advance if you will be unable to participate. An inadequate number of drivers jeopardizes the field experience for all students, and could result in the cancellation of the experience. If you must cancel at the last minute, it would be a huge help if you could find another parent to take your place.