Basic Field Trip – Leader’s Report

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| **Field trip # and Date** |  | **FT Leader** |  |
| **Location** |  | **Assistant Ldr** |  |
| **Weather** |  | **First Aid Ldr** |  |
| **Starting Time** |  | **Ending Time** |  |
| **Skills Practiced /Tested** |  | | |

**Instructor Information & Performance**

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| **Names** | Station | Notes | **Know Mat’l?** | | Comments, if any |
| **Yes** | **No** |
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| **Students:** |  | | | | |
| **Instructors:** |  | | | | |

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| **Field trip setup, logistics, and organization** |
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| **List any special occurrences or exceptions to the plan for the field trip** |
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| **Describe any accidents or near misses (if accident, file accident report)** |
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| **Note specifics for any students who are of concern as regards to essential and/or critical skills (or behavior not in accordance with FT expectations)** |
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| **Note specifics for any instructors whose behavior was not in keeping with field trip expectations** |
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| **List any suggestions/ recommendations to improve this field trip next year** |
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| **List questions asked by students and responses given during the field trip (we are collecting FAQs to post on Tacoma Basic Community)** |
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| **Other field trip items** |
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