

Statement of Deficiencies

2105.E.: Field Trip - Record

Not Met

2105.E.: A written record for each field trip shall be maintained and shall include the following:

1. date, destination(s) and method of transportation;
2. names of all the children being transported in each vehicle;
3. names of the driver, staff members and other adults being transported in each vehicle;
4. names of other adults who joined the field trip at the destination(s) to assist with supervision of children; and
5. the presence of each child each time the children enter or exit the vehicle.

Finding:

2105.E. Based on record review on 7/2/19 at 4:00pm record of field trips taken on 6/27/19, 5/9/19, 1/9/19, and 11/28/18 failed to list the names of the other adults who accompanied and/or joined field trip to assist with supervision of children. Records only indicated the driver. S1 reported on the 5/9/19 field trip, 2 trips with one van to drop off children at field trip site however there were staff at field trip site to receive the children but records did not verify. S1 also states there are always at least two- three staff on field trips taken.
