**Information for fieldwork for teaching (UG or PGT)**

*(we need to this make sure this form cross-links with the information you complete on the app).*

Title of field course

Course code

Dates

Name of field course leader:

Is this field class residential: Y/ N

Number of students:

Names of ALL staff on field course.

Xxxx

Yyyy

zzzz

Have you collated and included the field skills and experience logs for each for each with your application? Y / N

Collectively – is this sufficient to run the field class safely? Y / N

Group information

Have you included a list of all student participants on the field course? Y / N

Have you appraised the recorded health, mobility and wellbeing requirements of the participants (staff and students)? Y / N

List any special requirements here:

Travel to/from field location

*Public transport, self-drive, other*

*Protocols for driving – rest-breaks, total journey times, co-drivers. Offroad?*

Accommodation safety

*FOR RESIDENTIAL*

*What is it? (guest house, self-cater, camping)*

*Fire, flood, raising alarm*

Environment

*IDENTIFY EACH IN TURN, give each an identification letter (to close reference with specific locations/sites.*

 *High mountain, coastal, urban etc. Questions to address may include (but are not limited to): Are there river crossings – options if in spate? Are you driving off-road – what options for breakdown assistance/recovery?*

*Response time for emergency services…*

*General mitigations (e.g. warm clothing, sunscreen, emergency shelter).*

Equipment

IDENTIFY EACH IN TURN, continuing the identification letter sequence from above box. As brought with you for fieldwork list equipment (e.g. hammers) or material (hazardous chemicals) with mitigations. If section not appropriate please state this.

Bio-hazards

*To include poisonous/disease-transmitting organisms and bio-materials. Mitigations (e.g. antivenom, tick-cards, vaccination before departure)*

Special information for coastal areas.

*Tide times, ranges. Risk of being cut-off?*

In the next section you should list for each day the location(s), with a summary name and what3words location. If necessary, please include pdf maps with annotation.

Day 1 field sites

List in each, with what3words locators. Then list which environmental hazards/mitigations apply to sites in turn (referring to the assessment above). If these sites are remote from roadhead, state further distance.

Day 2 field sites

List in each, with what3words locators. Then list which environmental hazards/mitigations apply to sites in turn (referring to the assessment above). If these sites are remote from roadhead, state further distance.

Add further day boxes as necessary.

Other relevant information

Please add further comments as necessary

Completed by: (name, date)