

<p>Family Child Care</p>	<p>Participant Guide</p> <p>Active Supervision: Safety Planning For Field Trips and Routine Outings</p>	
<p>This two-hour module meets the Rule 2 training requirement for supervision training.</p> <p>Updated 2/2024</p>		<p>2 Hours</p>

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Session Overview

Minnesota’s Knowledge and Competency Framework (KCF) for Early Childhood Professionals Content Area, Child Development Associate (CDA) Subject Area

Minnesota’s Knowledge and Competency Framework for Early Childhood Professionals Content Areas and the Child Development Associate (CDA) Subject Areas are listed here to help participants understand what competencies, content, and subject areas are addressed in the training.

KCF Content Area: VII.B. Ensuring Safety

CDA Subject Area: Planning a safe, healthy learning environment

Learning Objectives:

At the end of this training, participants will be able to:

- Define MN DHS Rule 2 licensing standards regarding supervision in family child care settings.
- Identify the potential hazards and safety issues that children encounter when participating in field trips and routine outings.
- Create plans for children’s safety and active supervision while away from the child care program, including unexpected situations and emergencies.

Learning Objectives must be reviewed at the beginning of each session and an effort made to link content and participant responses back to the objectives of the session.

Session Overview

Section Time	Key Concepts	Teaching Techniques
20 minutes	Welcome/Introductions Field trip experience and comfort level	Large group discussion Small group discussion Individual reflection
30 minutes	Planning for Field Trips and Routine Outings	Large group discussion Small group activity Video
25 minutes	Preparing for Field Trips and Routine Outings	Large group discussion Pair and share Individual activity
20 minutes	Participating in Field Trips and Routine Outings	Small group activity
15 minutes	Preparing for the Unexpected: Emergency Situations	Large group discussion Small group activity
10 minutes	Closing: Field Trip Benefits	Individual reflection Objectives Review
Total Time: 2 hours		

Supervision Definitions

MN Rule 2 for Family Child Care

Minnesota DHS Rule 2 (9502.0315, subp. 29a) defines supervision as:

"Supervision" means a caregiver being **within sight or hearing** of an infant, toddler, or preschooler at all times so that the caregiver is capable of intervening to protect the health and safety of the child. For the school age child, it means a caregiver being available for assistance and care so that the child's health and safety is protected."

Best Practice: Caring for our Children

Caring for our Children: National Performance and Safety Standards defines best practice:

"Caregivers/teachers should provide active and positive supervision of infants, toddlers, preschoolers, and school-aged children by sight **and** hearing at all times, including when children are resting or sleeping, eating, being diapered, or using the bathroom (as age appropriate) and when children are outdoors.

Licensing Links and Statutes

- [MN Rule 2 for Family Child Care](#)
- [Minnesota Statutes, Chapter 245 A – The Human Services Licensing Act](#)
- [Licensed Family Child Care – Information and Forms](#)
- [Family Child Care Provider Background Study Worksheet](#)
- [Minnesota Child Care Provider Background Studies information page](#)
- [Family Child Care Emergency Preparedness Plan](#)

Health and Safety Resources

- [Buckle Up Kids brochure](#)
- [America's Playground Safety Report Card](#)
- [National Program for Playground Safety at the University of Northern Iowa](#)
- [Keeping Kids Safe: Child Care Provider Emergency Planning Guide](#)

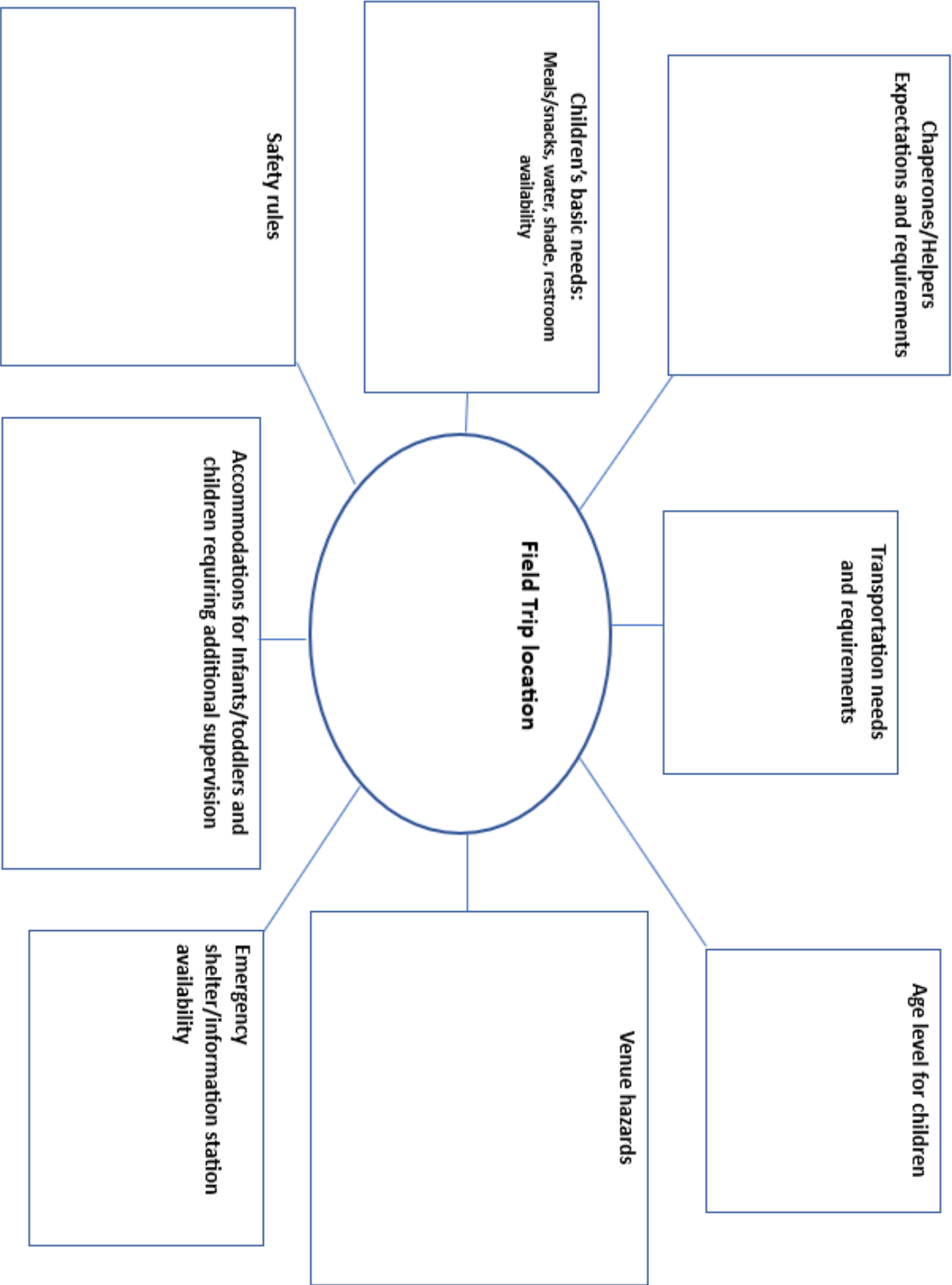
Additional Professional Resources

- [Caring for Our Children: National Health and Safety Performance Standards, Guidelines for Early Care and Education Programs](#)
- [NAEYC Code of Ethical Conduct and Statement of Commitment](#)
- [Tips for Keeping Children Safe: A Developmental Guide](#)

Informational Resources

- [Minnesota Historical Society Field Trip Video Collection](#)

Field Trip Planning Web



**Chaperones/Helpers
Expectations and requirements**

**Children's basic needs:
Meals/snacks, water, shade, restroom
availability**

Safety rules

**Accommodations for Infants/toddlers and
children requiring additional supervision**

**Emergency
shelter/information station
availability**

Venue hazards

Age level for children

**Transportation needs
and requirements**

Field Trip location

✓	<p style="text-align: center;">Field Trip Safety and Supply Checklist</p> <p>Location:</p>
	Licensing requirements - Written permission, first aid kit, Emergency Preparedness Plan with emergency contact information and permission to seek medical treatment for each child, available drinking water, If transporting: transportation training, appropriate passenger restraints/car seats for all children first aid kit, and caregiver, family member, helper training and background checks, if needed.
	Parent Permission Slips
	Child records and emergency information
	Children’s health supplies
	Planning notes: