

Supervision Ratio Calculation Tool

	Factors to Assess	Low Risk	0 points	Moderate Risk	1 point	Higher Risk	2 points	Comments
Mandate	Educational/recre'l value of the activity	High value		Some value		Limited value		
	Support of activity by parents/guardians	High support		Moderate support		Low support		
Leadership Factors	Leader relevant knowledge	Very knowledgeable		Adequate knowledge		Limited knowledge		
	Leader relevant health and fitness	Very healthy/fit		Adequate health/fitness		Limited health/fitness		
	Leader relevant specific skills	Very skilled		Adequate skills		Limited skills		
	Leader relevant experience	>20 days/last 3 yrs.		5-19 days in last 3 yrs.		<5 days/last 3 yrs.		
	Capability of assistant leaders/chaperones	Very capable		Adequate capability		Limited capability		
Student Factors	Student age	13+		9-12		5-8		
	Student relevant knowledge	Very knowledgeable		Adequate knowledge		Limited knowledge		
	Student relevant health and fitness	Very healthy/fit		Adequate health/fitness		Limited health/fitness		
	Student relevant specific skill	Very skilled		Adequate skills		Limited skills		
	Student relevant experience	>20 days/last 3 yrs.		5-19 days in last 3 yrs.		<5 days/last 3 yrs.		
	Student clothing/footwear adequacy	Good quantity/quality		Adequate quantity/quality		Limit'd quant./qual.		
	Student behavioral propensities	Mature		Adequate maturity		Immature		
	Presence of special needs students	None		1 special needs student		More than 1		

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Trip/Activity Specific Factors	Group equipment adequacy	Good quant./qual.		Adequate quantity/quality		Limited quantity/quality		
	Emergency/first aid capacity (kit & skill)	Good quant./qual		Adequate quantity/quality		Limited quantity/quality		
	Nature of the activity(ies)	Low inherent risk		Some inherent risk		Significant inherent risk		
	Nature of the environment	Low inherent risk		Some inherent risk		Significant inherent risk		
	Familiarity with site/area & similar areas	Very familiar		Some familiarity		Low familiarity		
	Duration of the outing	Day trip		Overnight		>2 days and 2 nights		
	Season (assuming region in BC)	Sept.-Oct./May-June		Nov., Mar.-April		Dec.-Feb.		
	Anticipated weather	Mild/seasonal		Some concern		Cold/wet/stormy		
	External Communications Capacity	Immediate/reliable		Some concern(s)		Poor or unreliable		
	Time/distance from EMS arrival	< 20 mins.		20 mins. – 2 hrs.		>2 hours		
			Subtotal					
						Moderate + High		
						Overall Risk Rating		

Assuming there are no more than three higher risk factors and none of the higher risk factors are extreme (e.g., severe weather, several immature and/or aggressive participants), the table to the right can be used as a general guideline to help determine teacher/leader to student ratios. See notes following for qualifications.	Total Points	Overall Trip Risk Rating	Suggested Minimum Ratio*
	< 10	Low Risk	Age 5-8 (1:6) Age 9-12 (1:10) Age 13+ (1:15)
	11-20	Moderate Risk	Age 5-8 (1:5) Age 9-12 (1:8) Age 13+ (1:10)
	21-30	Higher Care	Age 5-8 (Excessive risk) Age 9-12 (1:6) Age 13+ (1:8)
	>30	Excessive for a school program	Reduce risk factors or cancel