

Policies for Science Field Activities

Course & Activity:	Semester/Year:
Responsible College Official:	

STANDARD ACC POLICIES FOR ALL FIELD ACTIVITIES

- **Complete** the *Science Field Activity Waiver, Release of Liability, and Acknowledgement of Policies Form*.
- **Complete if desired**, the *Emergency Information Form*.
- **Observe all Austin Community College (ACC) policies and procedures** including, but not limited to, policies regarding drugs, alcohol, tobacco use, concealed weapons, standards of conduct, and sexual harassment.
- **Wear seatbelts** in equipped vehicles whenever they are in operation.
- **Follow instructions** of person(s) in charge.
- **Do not damage or lose ACC property.** You may be required to reimburse the College for repair or replacement of the loss.
- **You will be dismissed immediately from the field activity if you are stopped or arrested for illegal activities.**
- **You will be dismissed immediately and may be subsequently disqualified from participation in other ACC activities if you endanger the safety of anyone on the field trip.**
- **Fail to observe these policies and procedures** and you will be disciplined as specified in the *ACC Student Handbook*.
- **Be on time** for the field activity or you will be left behind and miss the activity.
- **Wear appropriate footwear.** Sturdy shoes, such as sneakers or hiking boots are appropriate. Open-toed shoes, flip-flops or sandals are NOT acceptable.
- **Where appropriate clothing that can get dirty.** Wear layers of clothing so that you are comfortable when it is cool in the morning and warm later in the day. If you are sensitive to poison ivy or other plants, wear a long-sleeve shirt and long pants.
- **Bring protection from the sun.** For example, bring a long-sleeve shirt, hat and/or sunscreen.
- **Bring rain protection** if rain is forecast.
- **Bring water and food/snacks.** (Consult your instructor on details regarding lunch.)
- **You are required to stay with the group.** No wandering off and no crossing roads without permission.
- **Littering or improper disposal of cigarette butts is prohibited.**
- **No throwing rocks, and no lifting large rocks or other heavy items**
- **Immediately report any unsafe conditions** to their fellow participants and activity leader.
 - If this involves fatigue or sleepiness of the driver of your vehicle, then you must alert other passengers and immediately request that the driver take a break.
 - Any resistance to such a request must be reported to the professor. Or if the resistance is from the leader, then you must make a confidential report to the ACC Environmental Health Safety & Insurance Office (512-223-1015 or pager: 512-849-5537).

HAZARDS THAT CAN BE ENCOUNTERED

PLANTS: Cactus, tall grass, poison ivy and thorny plants may be encountered at all stops

EYE PROTECTION: Wear safety goggles when using rock hammers; stay clear of students that are using hammers

ANIMALS: Fire ants, wasps, bees, spiders, snakes, scorpions, mosquitoes and ticks may be encountered at all stops

ROADCUTS: wear hard-hat next to vertical rock faces and roadcuts

WATER: do not fall into water; rocks can be slippery

TRAFFIC: Stay clear of roads and beware of cars on streets, driveways and parking lots

CLIFFS: Stay back from cliff edges

SMOKING: Should be avoided at stops near tall, dry grass

LITTER: Avoid broken glass, garbage and debris