



**Student Name**  
**Community Outing Inclusion Data Sheet**

Date: \_\_\_\_\_

Site: \_\_\_\_\_

Student Engagement	Completed	# Prompts	Comments
Prepares to go on community outing (clothes, shoes, hair, jewelry)			
Has materials for trip			
Has identification-billfold			
Has money for purchases			
Has coat/gloves/etc. for cold weather			
Notifies classroom teacher of departure			
Greets bus driver and aide			
Responds appropriately to their directions			
Notifies office of departure			
Signs out in the office			
Greets person at store/counter			
Notifies appropriate person when needs assistance			
Maintains appropriate social interactions			
Uses appropriate manners			
Conducts self appropriately on outing			
Exhibits appropriate safety behaviors			
Notifies appropriate person when directions unclear			
Greets person at check-out			
Asks for amount of bill			
Pays appropriate amount to clerk/receives change			
Responds with thank you			
Greets person at school office			
Sign back in at office			
Reports to Classroom			
Greets Classroom teacher or aide in classroom			
Reports to teacher about outing			
Prepares to go home/next class			