FIELD DAY PLANNING

Organizing a Fun, Safe, and Inclusive School Field Day

GRADES: K–8

PLANNING TIME: 30–60 MINUTES (PLUS SETUP)

WHY PLAN A FIELD DAY?

Field Day gives students an opportunity to celebrate teamwork, physical activity, and school spirit through a variety of engaging games and challenges. A well-organized event encourages participation, builds confidence, and allows students of all skill levels to enjoy being active.

Planning ahead helps the day run smoothly by reducing wait times, organizing equipment, and ensuring every student has a positive experience.

PLANNING GOALS

- ✔ Encourage teamwork over competition
- ✔ Keep students moving throughout the event
- ✔ Provide activities for a variety of abilities
- ✔ Minimize waiting between stations
- ✔ Promote sportsmanship and inclusion
- ✔ Ensure safety at every activity
- ✔ Create a fun and memorable experience

1 CHOOSE ACTIVITY STATIONS

Select a variety of stations that focus on different movement skills.

Popular choices include:

- Relay races
- Obstacle courses
- Jump rope challenges
- Bean bag toss
- Soccer dribble course
- Basketball shooting station
- Scoop ball relay
- Tether ball challenge
- Parachute games
- Bowling station
- Target throwing games



Aim for 8–12 stations depending on the number of students.

2 ORGANIZE STUDENT GROUPS

Divide students into balanced teams.

Consider:

- Mixed grade levels
- Mixed ability groups
- Color-coded team names
- Rotating station schedules
- Small groups of 8–15 students

Provide every team with a schedule showing the order of stations.



3 PREPARE EQUIPMENT

Before students arrive:

- Inflate all balls
- Set up cones and boundary markers
- Place equipment at each station
- Test timers and stopwatches
- Organize score sheets
- Prepare extra equipment for quick replacements
- Clearly mark start and finish areas

Having backup supplies helps avoid delays during the event.



4 RECRUIT VOLUNTEERS

Volunteers help activities run efficiently.

Assign adults to:

- Lead activity stations
- Explain game rules
- Keep score (if needed)
- Monitor safety
- Manage equipment
- Direct team rotations
- Assist with student questions



Provide each volunteer with simple written instructions before the event begins.

5 KEEP STUDENTS MOVING

Avoid long lines by:

- Limiting team sizes
- Using multiple activity lanes
- Setting time limits instead of elimination
- Rotating groups every 8–10 minutes
- Having a signal (whistle or horn) for transitions



Continuous movement keeps students engaged and energized.

PLAN AHEAD. WORK TOGETHER. EVERY STUDENT WINS!

Phone: 800–821–4430 – Customer Care: order@aaaworkspace.com

SAFETY CHECKLIST

Before beginning:

- ✔ Inspect all equipment.
- ✔ Check playing surfaces for hazards.
- ✔ Provide water breaks throughout the day.
- ✔ Encourage sunscreen and hats for outdoor events.
- ✔ Review expectations for safe play.
- ✔ Keep a first-aid kit easily accessible.
- ✔ Have emergency contact procedures available.



MAKING FIELD DAY INCLUSIVE

Every student should feel successful.

- Offering multiple challenge levels
- Allowing partners or peer helpers
- Modifying distances or equipment sizes
- Celebrating participation as well as achievement
- Including cooperative games that do not eliminate players
- Rotating activities so every student experiences success



Inclusive events create a welcoming environment where everyone can participate.

RECOMMENDED EQUIPMENT

Field Day activities work well with:


Playground Balls


Jump Ropes


Rainbow Bean Bags


Scoop Ball Sets


Basketballs


Soccer Balls


Volleyballs


Bowling Sets


Cones & Markers



Timers & Stopwatches


Whistles


Ball Inflators


Storage & Ball Carts

TEACHER TIPS

- ✔ Label every station before students arrive.
- ✔ Demonstrate each activity before rotations begin.
- ✔ Use simple, consistent instructions.
- ✔ Keep transitions quick and organized.
- ✔ Encourage teamwork, encouragement, and positive attitudes.
- ✔ Recognize effort, cooperation, and good sportsmanship—not just winning.



LEARNING BENEFITS

Field Day strengthens teamwork, communication, coordination, problem-solving, and physical fitness while building school spirit and confidence.

With thoughtful planning and inclusive activities, students of every ability can enjoy an active day filled with movement, cooperation, and lasting memories.





Phone: 800-821-4430 - Customer Care: order@aaaworkspace.com