

# 2019-2020 School Field Trip Registration Information and Policies

Please review all field trip policies below before submitting your field trip request.

## Making a Reservation

Program options, details and the online scheduling form can be found at: <http://www.floridaocean.org/p/121/field-trips>. Please call or email for available field trip dates.

## Field Trip Program Rates

Preschool & Kindergarten Program Fee - **\$7.00** per student/adult (group minimum fee - \$105.00)

1st through 5th Grade Program Fee - **\$7.00** per student/adult (group minimum fee - \$105.00)

Secondary Level Program Fee - **\$12.00** per student/adult (group minimum fee - \$180.00)

Seining Adventure Fee - **\$14.00** per student/adult (group minimum fee - \$210.00)

FLOORED Program Fee - **\$18.00** per student/adult (group minimum fee - \$270.00)

Coastal Classroom Program Fee - **\$12.00** per student/adult (group minimum fee - \$180.00)

- *Classroom Teachers:*
  - 1 teacher per 15 students admitted free; Limited to 3 per trip
  - Additional teachers and all adult chaperones pay designated program fee
  - Please limit total adult chaperone count to no more than 10 per trip
- *Guided field trip group minimums:*
  - There is a 15 student minimum per field trip program.
  - Minimum program fee will apply for groups with less than 15 paying participants

## Teachers/Chaperones

Florida Oceanographic requires the following:

- One chaperone for every 15 students for Pre-K, elementary and secondary level programs
- One chaperone for every 6 students for the Seining Adventure

We appreciate chaperone participation on field trips, but to ensure a quality experience for the students, we ask that the total number of adults (including teachers) **does not exceed 10 persons**.

While our staff and volunteers will lead all programming, we do rely on teachers and adult chaperones to smooth the process. Please help by maintaining control of the students and ensuring proper behavior. In order to provide the best experience possible, it is expected that the teachers and chaperones assist and interact with the students during their visit.

## Siblings and Other Children

Florida Oceanographic field trip programs are geared toward K-12<sup>th</sup> grade students.

To help ensure quality programming and chaperone involvement, we ask that only grade-level students who are part of the registered classroom attend these guided field trip programs.

## Family Membership Policies

Teachers and adult chaperones who are members of Florida Oceanographic Society may use their valid membership cards to gain personal access with their group for Elementary and Secondary Programs, but not the Seining Adventure or FLOORED Program. Florida Oceanographic memberships do not cover student fees for any guided group program.



### **Arrivals and Payments**

Please plan to arrive **at least 10 minutes earlier** than your scheduled program time to check in. Upon arrival, the group leader will proceed to the admissions area to pay the program fees for the trip and check-in the group.

Payment is expected upon check-in unless prior arrangements have been made. An Education Department staff member will meet the group outside the gate to pass out wrist bands, divide group as needed, and go over the day's schedule.

### **Late Arrivals**

If your group is going to be late for a scheduled guided field trip or classroom program, please contact us as soon as possible at **(772) 225-0505 ext. 101 or 111** and let us know your approximate arrival time. While we will do our best to accommodate your late arrival, we do reserve the right to adjust your program time or cancel a portion of your scheduled program depending on time constraints.

### **Cancellations**

Please call and confirm directly with a member of the Education Department staff, any changes or cancellations at least 48 hours in advance. Contact 772-225-0505 ext. **116 or 101**. Thank you!

### **Rainy Day/Severe Weather**

Florida Oceanographic is an outdoor facility. If there is rainy or severe weather before your arrival and you'd wish to cancel, please contact us to reschedule your program for another date. Once your group has begun a guided tour, we will do our best to accommodate with alternative programming as necessary, however no rain checks will be granted once a field trip begins.

### **Bus Parking**

Bus parking is located at the south end of the parking lot. Busses may drop their group off at Florida Oceanographic Society's main entrance once a staff member has greeted the group, but then please proceed to park in the designated bus parking area.

### **Picnic Areas**

Please notify staff in advance if you are planning to have lunch on property. Groups may bring their lunch to enjoy after programming is over. Picnic tables are available on a first come first served basis in our group pavilion and other parts of our property. There are additional picnic areas available across the street at Stuart Public Beach. Please clean up after your group eats.

### **Gift Shop**

Florida Oceanographic does have a gift shop that your group may visit after your field trip has completed. Groups are asked to only send 4-5 students at a time with a supervising adult.

**Field Trip options and scheduling form can be found at our website:**

**<http://www.floridaocean.org/p/121/field-trips>**

**For questions or scheduling, please contact:**

**Yasmeen Fadlallah at 772-225-0505 ext. 116 or [yfadlallah@floridaocean.org](mailto:yfadlallah@floridaocean.org)**

**Thank you!**