

School \_\_\_\_\_ District \_\_\_\_\_ Today's Date \_\_\_\_\_

Contact \_\_\_\_\_

Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

Proposed Trip Date: \_\_\_\_\_ Alternative Trip Date (if applicable): \_\_\_\_\_

Complete program usually takes 3.5 hours including lunch, however, it can be adjusted to fit your schedule

Arrival Time ? \_\_\_\_\_ Departure Time ? \_\_\_\_\_ Using our facility for sack lunch? ☐ Y ☐ N

Please let us know if any group member has special needs. We will do our best to facilitate your request.

Special Needs: \_\_\_\_\_

Program cost per student \$6.00 (*good through Sept.30, 2023*) Teachers & Chaperons are free.

<b>Learning Trail</b> (Choose one theme - each includes the Amazing Garden, Field experience, Raptor Hallow and Play Playce)	<b>Grade Level</b>	<b>Number of Classes</b>	<b>Total Number Students</b>
Life Cycles			
Living Things/ Habitats			
Ohio Native Plants			
Soil - We can't live without it!			
Earth's Changing Surface			
Fossils Then & Now			
Hydrology (Water Science)			

Comments / Questions \_\_\_\_\_

**School Official Signature** \_\_\_\_\_ **Title** \_\_\_\_\_ **Date** \_\_\_\_\_

Payment options - PO# \_\_\_\_\_ Cash, Check or Credit Card

**Questions** Ph: 330-829-7050 Email: [education@beechcreekgardens.org](mailto:education@beechcreekgardens.org) 11929 Beech St NE Alliance, OH 44601

*Education ~ Preservation ~ Recreation ~ Inspiration*

**[www.beehcreekgardens.org](http://www.beehcreekgardens.org)**

**Dear Trip Leader**

To help make your visit to Beech Creek Gardens a pleasant experience we would like to suggest the following preparation.

*Groups can only be accommodated through reservations - no drop-ins please.*

♦ **Preview**

- Take a look at our web site to get a sense of what is available - [beechcreekgardens.org/school-field-trips](http://beechcreekgardens.org/school-field-trips)

♦ **Reservations Required**

- Make reservations for your trip at least one month in advance by downloading the current field trip form. **Return the completed form by email to [education@beechcreekgardens.org](mailto:education@beechcreekgardens.org) <subject: School Field trip reservation>** or mail form to 11929 Beech St NE, Alliance, OH 44601

♦ **Reservation Confirmation**

- You will receive trip confirmation by email or phone contact, make sure time and date are correct.
- ***Call Beech Creek Gardens 330-829-7050 immediately if you do not receive confirmation within a week of returning your form or if you need to make changes.***

♦ **One day before trip**

- **Check the weather** - make sure students are prepared to be out doors for the majority of their visit. Its better to encourage them to wear layers and shoes that completely cover their feet. **PLEASE - NO FLIP-FLOPS!**

♦ **Day of trip**

- We recommend a minimum of one chaperon for every ten students. Remember, for the duration of your visit, teachers and chaperones are responsible for the behavior of the students they accompany.
- Please have students wear name tags with the school and the students' first names. Teachers and chaperones need to wear IDs.
- Buses can unload students at the entrance near the Visitor Center. The Beech Creek staff will meet you and direct groups to their first rotation area. Once each group is situated in their respective areas, staff will cover logistics and behavior expectations.
- We ask that you decide if you will divide your students by groups (25 or less) or classes before arrival. A teacher or chaperone must accompany each group or class. Depending on the total number of students, you will be assigned a 3, 4, or 5-group rotation. Each group will have a Beech Creek guide escorting them to the different activities.

♦ **Lunch**

- Leave lunches on the bus or BC Staff can direct you to a location where you may put your items till lunch time. Trash cans will be near your lunch location, please make sure all trash is picked up and deposited in the cans. Thank you.

**Questions**

phone: 330-829-7050

email [education@beechcreekgardens.org](mailto:education@beechcreekgardens.org)

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