



Field Trip Reservation Form 2022

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, 2022*) Teachers & Chaperons are free.

Learning Trail (Choose one theme - each includes the Amazing Garden, Field experience, Raptor Hallow and Play Playce)	Grade Level	Number of Classes	Total Number Students
Life Cycles			
Living Things			
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** _____

Questions Ph: 330-829-7050 Email: education@beechcreekgardens.org 11929 Beech St NE Alliance, OH 44601

Education ~ Preservation ~ Recreation ~ Inspiration

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

◆ **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 <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**

- Please bring a minimum of one chaperon for every 10 students. Please keep in mind that, for the duration of your visit, teachers and chaperons are responsible for the behavior of the students they are accompanying.
- Please provide visible labels with the name of the school and students first name only. Teachers and chaperons are asked to wear some form of school ID.
- When you arrive at Beech Creek, please wait with your students at your bus. The Beech Creek staff will meet you there.
- We ask that you have students sorted into three groups and teachers/chaperons assigned to those groups before arrival. The Beech Creek staff will direct groups and assign rotations. Once each group is situated in their respective areas the BC Staff will cover logistical details and behavioral expectations.

◆ **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

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