



Water, Wings & Wild Things KIDS Festival for Second Grade

at Circle B Bar Reserve
4399 Winter Lake Rd., Lakeland, FL 33803

Teacher Handbook
January 17, 2019

9:30 a.m. – 1:00 p.m.

Mission Statement: Water, Wings and Wild Things KIDS Festival is for 2nd Grade Students in Central Florida. The FREE event is to engage and inspire students to love science and the natural world around them. Through this exploration students will discover the interconnection of water, wildlife and wilderness; understand their impact on the environment; and foster a sense of personal stewardship towards the environment.

Partnership with



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Discuss and send home 1 or 2 days before visit.	
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Welcome to Water, Wings and Wild Things KIDS Festival for 2nd Graders!

Please read this entire handbook to help prepare for your trip. If you have any questions afterwards, please email us at nreducator@polk-county.net.

General Information

Nature of the KIDS Festival

This event is to engage students with fun, exciting and interesting hands-on activities with some important conservation and department vendors. Students will walk with their teacher(s) and chaperone(s) through the property and visit vendors that are stationed along the way. Vendor examples include a butterfly tent setup, Florida Youth Conservation Center Network (FYCCN!), and Woodland Wonders bringing rehabbed wildlife.

- The Event is a result of a partnership among the Polk County Board of County Commissioners, Southwest Florida Water Management District, Friends of the Parks and Visit Central Florida.
- **There is no cost to the school for the educational program.**
- **Bus transportation cost is FREE for the first 20 buses - using Option A below to register.**
- Polk's Nature Discovery Center (PNDC) at Circle B Bar Reserve is located in Lakeland at 4399 Winter Lake Road between Highway 98 and the Polk Parkway. **Busses will drive and park at Polk State College, Lakeland, while the event is in progress. Please have contact information with your bus driver for pick up communication.**

Scheduling/Register Your Class: Each Ticket means → 60 students = 1 bus load = 1 Ticket Registration

Register online through Eventbrite using one of the Options below:

- A. FREE Busing (LWCH, McKeel, PCSB) register at <https://www.eventbrite.com/e/second-grade-water-wings-and-wild-things-kids-festival-free-busing-2019-tickets-50134913877>
- B. Busing (COST IS SCHOOLS RESPONSIBILITY) register at <https://www.eventbrite.com/e/second-grade-water-wings-and-wild-things-kids-festival-bus-cost-to-school-2019-tickets-50192679656>

Weather will be checked the day before and the morning of the event. If the forecast indicates that the weather will be severe for the visit, **your school may choose to cancel**. Please contact Polk's Nature Discovery Center and notify the staff that you are canceling.

Transportation

- Students and teachers will be transported by a school bus.
- **Chaperones, School Staff and Teachers MUST be transported on the bus to the event – NO EXCEPTIONS**
- **Teachers MUST**: confirm bus driver's cell phone number and scheduled pick up time from Center. Traffic could get very congested to pick up participants. Please take this into consideration.
- The bus should be scheduled so that you arrive onsite between 9:15 am and 10:00 am.
- The bus must be scheduled to depart no later than 1:00 pm (departure time is according to **your** bus driver and must be followed).

- **To Schedule Bussing → Polk County School Board and its Affiliates:**
 - a) Decide on whether you will be having lunch onsite, or back at campus. Then, schedule an appropriate pick up time accordingly; 1:00 pm is the latest
 - b) Schools should log into Trip Tracker to enter field trip requests.
 - c) Put in the Notes Section or where to charge the trip the following:
Please reference P.O. (WILL BE SENT IN CONFIRMATION EMAIL IF APPLICABLE WITH FREE BUSING REGISTRATION)
 Bill To: Polk County Board of County Commissioners
 Attn: Water, Wings and Wild Things KIDS Festival
 4399 Winter Lake Road
 Lakeland, FL 33803
 - d) **Please Remember:** Must schedule 14 days in advance – if you miss this window, you will need to contact your field trip coordinator or transportation Theresa Smith 863-534-0444

- **To Schedule Bussing → Lake Wales Charter Schools ONLY:**
 - a) Decide on whether you will be having lunch onsite, or back at campus. Then, schedule an appropriate pick up time accordingly; 1:00 pm is the latest
 - b) A school staff member must email a Field Trip Request form to [Cheryl Pitts](#) in the Central Office. Requests must be made at least two weeks in advance.
 - c) **Please reference P.O. (WILL BE SENT IN CONFIRMATION EMAIL IF APPLICABLE WITH FREE BUSING REGISTRATION)**

- **To Schedule Bussing → McKeel Academy Elementary School ONLY:**
 - a) Decide on whether you will be having lunch onsite, or back at campus. Then, schedule an appropriate pick up time accordingly; 1:00 pm is the latest
 - b) **Please reference P.O. (WILL BE SENT IN CONFIRMATION EMAIL IF APPLICABLE WITH FREE BUSING REGISTRATION)**
 - c) A school staff member must follow McKeel schools bus scheduling procedures.
 - Contact Mrs. Pat Frey patfrey@mckeelschools.com or Mrs. Chere Peterson at cherepeterson@mckeelschools.com for assistance

Bus Parking Location

After bus drivers drop off their school participants, they will drive to Polk State College, 3425 Winter Lake Rd, 3 miles to the west of Circle B Bar Reserve. At Polk State College we have arranged an area for the busses to park and wait for pick up. Please confirm your scheduled departure time with your bus driver and have his or her cell phone number to more directly discuss pick up time. Busses will pick up participants at the Cow Camp area. Bus drivers will follow volunteer's directives to pick up students.

[GOOGLE MAP IMAGE](#)

Bus Signage

Please fill out, print and place Bus Signage on the window, displayed on the passenger side (signage document found on page 20). This sign serves many purposes for our staff and volunteers; 1) participating school has registered on Eventbrite to participate; 2) helps you to locate that your bus is at pick up area; 3) bus identifier for chaperones; 4) helps identify where to take lunch coolers to.

Teachers and Chaperones

- Teachers/chaperones must be able to handle outdoor elements such as heat, cold, rain, and insects and be able to walk up to 1 mile and/or stand for several hours.
- It is expected that teachers and chaperones deal with the disciplinary issues while on this visit
- Each teacher or chaperone will guide up to 15 children through the event – please have them each walk INDEPENDLY with their group.
- **All teachers, school staff and chaperones MUST be transported on the bus with the students. THERE WILL BE NO EXCEPTIONS to driving personal vehicles to the event.**

Water

- All participants bring a refillable water bottle.

Lunch There is no food available for purchase on site.

- **Schools must provide a cold, school lunch for each child** (if eating lunch onsite).
- Schools must contact their cafeteria manager at least 2 weeks in advance to communicate attendance and organize prepping
- Lunch location will be in a mowed grassy area with tables and chairs.
- **All lunches MUST be stored in a cooler to prevent insect intrusion and have the sign on page 22 taped to the top of each cooler to identify your schools lunches.**
- If schools are NOT having lunch onsite, bus scheduling must be made to accommodate lunch back at campus.

Restroom Facilities

- Portable restrooms will be made available throughout the property. Students should be given the chance to go before they arrive.
- It is your responsibility to monitor your students while they are in the restroom.

Clothing and Footwear

- **Students, teachers and chaperones are required to wear closed-toed shoes** such as athletic shoes suitable for walking long distances. Open-toed, open-backed shoes (sandals, flip flops, crocks, etc.) and flats are not permitted for any participant.
- Remind students and chaperones to follow school board policy for dress code.
- Clothing must be appropriate for outdoor activities and be able to get muddy, dirty or wet.
- Hats may be worn outside.

Student Health Concerns

- Please let your schools nurse know all students attending the program. Your school nurse will need to prepare medications prior to your visit. On rare occasions, a school nurse must accompany a student with a more severe health issue.
- **Severe Allergies Needing an EPI Pen:** Teachers must be KEENLY aware, and have been trained in the use of an EPI Pen in case of an allergic reaction. The EPI pen is in the hands of the trained teacher and must be IMMEDIATLEY AVAILABLE in an emergency situation.
- **The trained teacher MUST administer the EPI pen.**
- An adult MUST call 911 IMMEDIATLEY
- Other chaperones will keep the other participants calm and attend to them. PNDC staff will be onsite to help the 911 operator navigate emergency responders to your location.

First Aid Kit

- Each teacher must have a first aid kit on hand and administer any minor injuries.

Other Items to Consider

- Sunscreen and mosquito repellent - Please apply BEFORE leaving home.
- Raincoat or poncho – no umbrellas please.
- Cameras –the students may have the opportunity to photograph; they may want to bring a camera. Upon discretion of classroom teachers, cell phones may be used for photos, but no texting or talking will be allowed.

Items to Leave at Home

Book bags, gum, candy, electronic listening devices, carbonated beverages, walking sticks, knives or other weapons. Note: PNDC staff will not be responsible for any personal items.

School-to-Teacher Communication

Teachers and chaperones should leave their cell phone numbers with the school. If the school needs to contact the classroom teachers or chaperones and are unable to reach them on their cell phone, please have the school call the reception desk at the Center – 863-668-4673 ext. 205.

Polk's Nature Discovery Center Contact Information

nreducator@polk-county.net (863) 668-4673 ext. 204

Pre-Visit Procedures (proposed timeline)

Three Weeks before Trip

- Review the entire Water, Wings and Wild Things KIDS Festival Teacher Handbook
- Register field trip date on [Eventbrite](#)
- Inform cafeteria manager of the date (January 26) and number of students that will be out
 - Prepared, cold lunches will need to be made and provided as organized by your cafeteria manager (if applicable)
- Copy parent/guardian letter, permission slips, and Student/Emergency Contact information and give to each student (page 14-15; Spanish page 16-17)
- Give each student a copy of the **Rules and Expectations, Parent/Guardian Letter, and Permission Slip** found in this handbook
- Explain to the students that this visit is a real-world extension of what they learned (or will learn) in the classroom and is a required part of the curriculum. While it will be a blast, it will be a learning experience.
- Set deadline to turn in permission slips at least one week before trip; remind students that this is an integral part of the curriculum for all students.

Two Weeks before Trip

- Review the PNDC Information – [contact](#) us if you have questions
- Check for receipt of all permission slips and emergency information on back
- Choose and Assign Chaperones
 - Students tend to get very excited in outdoor situations and it is beneficial to have a chaperone that is familiar with the students and will help with behavior. If available, an AIF or other school personnel that is not assigned directly to a classroom works well.
 - Notify chaperones of the exact nature of this event including activities, rules and expectations, lunch/snack information, appropriate clothing and shoes. Give them a copy of the chaperone letter and expectations.
 - Chaperones must be able to handle outdoor elements such as heat, cold, rain, and insects and be able to walk/hike up to 1 mile. It is expected that all teachers/chaperones will participate in all parts of the program helping to supervise the students.
 - **All chaperones, teachers and school staff MUST TRAVEL ON THE BUS TO PARTICIAPTE. THERE WILL BE NO EXCEPTIONS to driving personal vehicles to the event.**
- Group Students
 - Based on your number of chaperones, group students evenly. It is suggested to have 15 students per chaperone/adult
 - Each group with walk **independently** with their chaperone.
- Review the Rules and Expectations with students
- Check for medical conditions/allergies with the school nurse
- Send chaperones a list of their students and a copy of the Rules and Expectations
- Let cafeteria know the exact number of lunches you will need
- Get permission slips/emergency information to bring with you on the day of visit
- Check weather forecast
- Remind students and chaperones to **wear proper clothing and required footwear**, to apply sunscreen and mosquito repellent at home, to **bring a refillable water bottle and a lunch** if not ordered from school.
- Give students reminder page from handbook, page 19
- Check on school lunch procedures with cafeteria manager
- Get medicines from clinic (if applicable)
- Leave your contact number with your school secretary
- Review Safety Tips below with students

Day of Trip

- Obtain lunches from cafeteria and put SCHOOL NAME ON LUNCH COOLER, pg. 22
 - All lunches MUST BE IN ONE OR MORE COOLERS as they will be quickly transferred from out of the bus and put outdoors in the Cow Camp lot area
- Students should use the restroom before leaving campus

- Portable restrooms will be available at the reserve, along with indoor restrooms
- Once you enter our property, follow bus traffic to the drop of location and begin event
- Trail will take you to all the vendors, back to the lunches and end at the loading zone

Safety Tips

We hope that every student who visits the Polk Nature Discovery Center Program returns home with new knowledge about the environment. We also hope the students return home without injury. Please review these Safety Tips with your students prior to your visit to the Center.

- ✓ All animals in the nature reserve are wild and should be treated as such. Nature can touch us, but we CANNOT touch nature.
- ✓ Comfortable shoes that are suitable for walking long distances are required.
- ✓ Clothing should be appropriate for outdoor activities and be able to get muddy, dirty, or wet.
- ✓ Sunscreen and mosquito repellent are encouraged, but please apply before coming.
- ✓ Students are allowed to bring hats, sunglasses, water bottles, and cameras.
- ✓ Students must walk on the trail. This is for the safety of the students and the wildlife.
- ✓ If the school/group needs to contact PNDC staff, teachers or chaperones and are unable to reach them on their cell phone, please have the school call the reception desk at the Center – 863-668-4673 ext. 205.
- ✓ Teachers should have emergency contact information for their students, on hand during their visit. Teachers will be responsible for handling any emergencies that arise during their visit to Circle B Bar Reserve.

On-Site Event Agenda

8:30 am	<p>Bus Arrives at Your Campus Use Restrooms on campus - Load bus – students, teachers, chaperones On bus - review purpose of Festival</p>
9:30 am – 10:00 am	<p>Arrival at Circle B Bar Reserve Follow bus traffic to unloading zone at Otter Parking Unload bus at Otter Parking Our Center Volunteers will help unload lunches (if applicable) Head to Welcome Booth Put students with their chaperone</p>
10:00 am – 12:00 pm	<p>Event Agenda: Use the map to walk to all of the Vendor Booths Chaperones walk independently with their 15 students</p>
12:00 – 1:00 pm	<p>Pick up time is per the BUS DRIVERS schedule Call Bus Driver to Confirm Pick up time and have Lunch (if applicable) Load bus</p>

****ALL TIMES ARE BASED ON WHEN YOU GET HERE AND WHEN YOUR BUS DRIVER COORDINATES WITH YOU TO PICK UP YOUR STUDENTS ****

Post-Visit Requirements 1 and 2 for each teacher and their class that participated in the KIDS Festival

Requirement #1: Online Survey Completion

- A. An email invite will be sent from Survey Monkey after the event for **each teacher** that participated

Requirement #2: Student and/or Teacher Reflection

Choose One of the Following to complete and return, either A or B:

- A. Teacher/Staff Letter of Support for Water, Wings and Wild Things with each of the following highlights:
 - i. What your students learned (about their watershed, their impact, plants, animals and science careers
 - ii. How engaged they were in the tent presentations or hands-on activities
 - iii. How you incorporated the day's events back in the classroom
 - iv. How their behavior changed about the outdoors in general
 - v. Please personalize the letter to a specific, positive impact the event had on your students
- B. Complete an Activity/Assignment Back In the Classroom
 - i. Students journal their experience with writing or drawing
 - 1. Scan, email or mail at least 3 examples to Polk's Nature Discovery Center
 - ii. Students research careers in math and science and write about what peaks their interest
 - 2. Scan, email or mail at least 3 examples to Polk's Nature Discovery Center
 - iii. Students create a poem about their experience at the event
 - 1. Scan, email or mail at least 3 examples to Polk's Nature Discovery Center

TIMELINE OF COMPLETION

All requirements must be completed by **Friday, February 15, 2019.**

Return Post-Visit Requirements by email: nreducator@polk-county.net or mail to 4399 Winter Lake Rd., Lakeland, FL 33803, Attn: WWWT Post Visit Requirements

Grouping Students LIST – BUS 1 ANIMAL GROUPS

CHAPERONE:	CHAPERONE:
ALLIGATOR Students	BAT Students
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9
10	10
11	11
12	12
13	13
14	14
15	15
CHAPERONE:	CHAPERONE:
COYOTE Students	DEER Students
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9
10	10
11	11
12	12
13	13
14	14
15	15

****Please have each chaperone travel
INDEPEDENTLY with their students to visit
vendors****

Grouping Students LIST – BUS 2 PLANT GROUPS

CHAPERONE:	CHAPERONE:
AMERICAN LOTUS Students	BUTTON BUSH Students
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9
10	10
11	11
12	12
13	13
14	14
15	15
CHAPERONE:	CHAPERONE:
CATTAIL Students	DOTTED SMARTWEED Students
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9
10	10
11	11
12	12
13	13
14	14
15	15

****Please have each chaperone travel
INDEPEDENTLY with their students to visit
vendors****



4399 Winter Lake Rd, Lakeland, FL 33803 863-668-4673
Polk's Nature Discovery Center
Water, Wings and Wild Things Kids Festival
Chaperone Letter

Dear Chaperone,

Thank You for volunteering to chaperone the second annual *Water, Wings and Wild Things KIDS Festival* at Circle B Bar Reserve in Lakeland on Thursday, January 17, 2019. This letter will help you to prepare for your trip.

This event is a result of a partnership among the Polk County Board of County Commissioners, the Charlotte Harbor National Estuary Program, and the Southwest Florida Water Management District. Students will be able to meet vendors, observe and explore different ecosystems while enjoying a leisurely hike. These vendor booth activities are an integral part of the science curriculum that is taught for second graders.

Student Activities and Chaperone Duties:

- Students and chaperones will be picked up in a PCSB Bus (or private school bus). Buses fit 60 seats and all chaperones **MUST** travel on the bus. **ABSOLUTLEY NO PERSONAL VEHICLES ARE ALLOWED ON THE RESERVE. Any chaperone/parent arriving in a car will NOT be allowed entry into the Reserve. No chaperones in personal vehicles and NO parents coming to pick their child up in a personal vehicle.**
- Chaperones will be responsible for a group of up to 15 students to walk with independently during the event (to avoid congestion or cramming at vendor activities).
- The day will be spent walking through the different ecosystems on property and visiting environment-related vendor booths. Chaperones will be expected to hike 1 mile in order to accompany the group and help with keeping students on task and together as a group.
- There will be many fun hands on task, and we want the students to get the most out of the experience so they need to do their own work.
- Chaperones are encouraged to ask leading questions, but not encouraged to give any answers.

Dress Code: the following information is being provided to the parents and students

- Students and chaperones will be hiking in natural areas so it is necessary for them to wear socks and **closed-toe, protective shoes** (no open toed, open backed, or flats). These may get dirty or muddy so we recommend that they wear broken-in athletic shoes (no cleats).
- School board dress policy rules and regulations are in effect.
- Students may bring a hat to be worn outside only.
- Sunscreen and insect repellent are recommended and should be applied before leaving home.
- Students are **not** to bring gum, candy, sodas, or personal electronic devices.

Lunch and Water:

PNDC does not have a cafeteria or snack vending machines. Please pack a cold lunch or snack to eat onsite. Chaperones are responsible for student behavior during lunch time.

Students and Chaperones need to bring a refillable water bottle for the event.

Thank You,

Polk's Nature Discovery Center



Polk's Nature Discovery Center Water, Wings and Wild Things KIDS Festival Parent/Guardian Letter

Dear Parent/Guardian,

Your child will be attending an environmental education event at Polk's Nature Discovery Center (PNDC) at Circle B Bar Reserve in Lakeland on **Thursday, January 17, 2019**. Students will leave school shortly after the first bell and arrive back before the end of the normal school day.

This excursion is an integral part of the science unit that aligns with your child's life science curriculum. It is a result of a partnership among the Polk County Board of County Commissioners, the Friends of the Parks and the Southwest Florida Water Management District. Students will go to different booths to: meet people who work in math and science fields; engage in activities to learn more about plants and animals; and understand how they can make a positive impact on their environment.

Students will be outside; it is important that they dress appropriately for the weather.

- Students will be hiking in natural areas so it is necessary for them to wear socks and **closed-toe, protective shoes** (no open toed, open backed, or flats). These **may get dirty or muddy** so we recommend that they wear broken-in athletic shoes (no cleats).
- School board dress policy rules and regulations are in effect.
- Please check the weather the day before the scheduled trip. If it is hot, no jackets please. If it is cold have them dress in layers. If it is rainy bring a rain poncho or jacket – no umbrella.
- Students may bring a hat to be worn outside only.
- Sunscreen and insect repellent are also recommended and should be applied before leaving home.
- If your child has severe allergies to insects or other items outdoors, please inform your child's teacher.
- Students are not to bring gum, candy, or sodas while hiking.

PNDC does not have a cafeteria or snack vending machines. **Schools will provide (circle one):**

a cold, pre-packed lunch snack for your child child must provide own food

We look forward to your child's visit

Sincerely,
Polk's Nature Discovery Center

Form No. TRNS 00796

Appendix B

THE SCHOOL BOARD OF POLK COUNTY, FLORIDA
FIELD TRIP PERMISSION FORM

TO WHOM IT MAY CONCERN:

_____ has my permission to participate in
Name of student

the school-sponsored field trip being taken by _____

_____ on **Thursday, January 17, 2019**
School/ Team/Class *Date of trip*

to Polk's Nature Discovery Center at Circle B Bar Reserve, Lakeland, FL, 33803

As parent/legal guardian I acknowledge the following:

1. School officials are authorized to obtain emergency medical treatment for this student as necessary.
2. The School Board has made available to this student the opportunity to purchase student accident insurance.
3. During this field trip, that the School Board will not be liable for injury to this student as the result of the negligence, errors, and omissions of others (i.e., charter bus owners and drivers, or amusement park owners or workers), their agents, heirs, employees or assigns either through their action or inaction.
4. If your child takes personal belongings on this field trip, he or she will be responsible for them. The School Board accepts no responsibility for personal items, such as watches, purses, money, cameras, wallets, etc. **Students should not bring personal electronic devices on this trip.**

****Please fill out emergency information
and sign on reverse side of this form.****

Due to the nature of this visit, the following section must be **complete**.

Student Information

Student Name _____

Address _____
Street
_____, Fl, _____
City Zip

Date of Birth _____ Race _____ Gender _____

Special Concerns _____

Emergency Contact Information

Name _____ Relationship _____

Phone _____

If the above person cannot be reached please contact the following:

Name _____ Relationship _____

Phone _____

Name _____ Relationship _____

Phone _____

**Note – student may be released to any of the above in event of an emergency.*

Signature of parent/legal guardian _____
Date

LA JUNTA ESCOLAR DEL CONDADO DE POLK , FLORIDA
CAMPO PERMISO VIAJE

A QUIEN LE INTERESE:

_____ has mi permiso para participar en
Nombre del estudiante

el viaje patrocinado por la escuela está tomada por _____

_____ on **Jueves, 17 de enero 2019**
Escuela / Equipo / Clase Fecha de viaje

a Nature Discovery Center de Polk en Circle B Bar Reserva, Lakeland, FL , 33803

Como padre / tutor legal reconozco lo siguiente:

1. Los funcionarios escolares están autorizados a obtener tratamiento médico de emergencia para este estudiante como necesario.
2. El Consejo de Educación ha puesto a disposición de este estudiante la oportunidad de adquirir el estudiante seguro de accidentes.
3. Durante este viaje de estudios , que la Junta Escolar no será responsable por daños a este estudiante como el resultado de la negligencia , los errores y omisiones de los demás (es decir, los propietarios de autobuses charter y controladores o dueños del parque de diversiones o trabajadores) , sus agentes, herederos , empleados o asigna ya sea a través de su acción o inacción.
4. Si su hijo toma las pertenencias personales en esta excursión , él o ella será responsable de los mismos . La Junta Escolar no se responsabiliza de los objetos personales, tales como relojes , bolsos, dinero , cámaras , carteras , etc. Los estudiantes no deben traer dispositivos electrónicos personales en este viaje.

**** Por favor, complete la información de
emergencia y firmar en el reverso de este
formulario. ****

Debido a la naturaleza de esta visita , la siguiente sección debe ser **completa**.

Información del Estudiante

Nombre del estudiante _____

Dirección _____

_____ Calle _____, Fl , _____
Ciudad _____ Código Postal _____

Fecha de nacimiento _____ Raza _____ Sexo _____

Preocupaciones especiales _____

Contacto de Emergencia

Nombre _____ Relación _____

Teléfono _____

Si la persona por encima no se puede llegar por favor póngase en contacto con el siguiente :

Nombre _____ Relación _____

Teléfono _____

Nombre _____ Relación _____

Teléfono _____

* Nota - estudiante puede ser puesto en libertad a cualquiera de los anteriores , en caso de una emergencia .

_____ Firma del padre / tutor legal _____ Fecha



Rules and Expectations

A great deal of wildlife lives in the areas surrounding the Center. To ensure safety there are a few rules that must be followed. In addition, Circle B Bar Reserve is open to the public; **school groups will encounter other visitors and must be respectful of them.** Polk Nature Discovery Center (PNDC) staff has guidelines to keep you and nature safe and pristine for others to enjoy.

RULE: Stay together as a group.

- Students must stay with their group members and behind the teacher/chaperone at all times.
- Be quiet and listen attentively.
- Stay on trails. They have been specially designed for visitors to use so that the natural environment can remain undisturbed.

RULE: Keep your hands, feet, and personal belongings to yourself.

- Keep objects on the trails away from your hands and feet.
- Plants and their parts are to be kept whole and on the ground. They may be a protected species or poisonous.
- Never touch or catch any type of wild animal. If a dangerous animal is encountered, everyone should freeze, notify the teacher and listen to instructions quietly.
- Whatever you carry in, must also be carried out! Trash will go in trash containers back at the picnic shelters.

RULE: Keep noise to a minimum.

- Keep noise to a minimum on the trails, including footsteps. Human noises will frighten wildlife into hiding.

We hope that your visit will be an educational and memorable one and look forward to seeing you soon!

Polk's Nature Discovery Center



Polk's Nature Discovery Center Reminders For Students and Chaperones

We are looking forward to your visit. Remember that this is an outdoor experience. You will be hiking up to a mile. Please follow the list to dress appropriately and prepare yourself for being outside.

Clothing and Shoes

- Clothing must meet school board/school dress code policy
- Shoes must be closed toe and closed back – should be broken in as you are walking long distances
- Clothing may get wet, muddy or dirty (no new shoes or clothes)
- Hats and sunglasses may be worn outside
- Check weather – if it may rain, bring rain poncho; if it is cold, wear layers; if it is hot, leave the jackets at home.

Food and Drink

- There is nothing to purchase for food or beverages
- It's suggested participants bring a **refillable water bottle**
- Write your name on disposable water bottles and lunch bags/snacks ahead of time
- Leave gum, candy, sports drinks and sodas at home**

Other Items

- If cameras are brought onsite, they are the visitors responsibility (If you bring a cell phone for pictures, you may not text those pictures while here or use the phone for texting and talking)
- Put insect repellent and sunscreen on at home before leaving

Please remember to review the rules and expectations before coming. You are visiting a nature reserve to see plants and animals in their natural environment and you are a guest in their home. Please treat them with respect.

Looking forward to seeing you soon!

Polk's Nature Discovery Center

School

Departure Time

Bus Number _____



BUS SIGN

School

Departure Time

Bus Number _____



LUNCH COOLER
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