

Phoenix Zoo Field Trip Teacher Checklist

Dear Teacher:

Thank you for bringing your students on a field trip to the Phoenix Zoo. Please read the following checklist below to ensure a safe and fun visit for you and your class.

Please understand that during your visit your students must be supervised at all times.

Before your visit...

- Arrange the adequate number of chaperones (at least 1 per every ten children).
- Detach, make copies of and pass out the chaperone checklist below.
- Visit our website (www.phoenixzoo.org/educators) for ideas on how to plan your trip.
- Look over the self-guided tour for your grade and use what you find most helpful.
- Make sure your chaperones understand the goals of the field trip and any role they need to play in activities.
- Go over the Zoo rules with your students and establish behavioral consequences.

Zoo Rules...

- ✓ We require that the students in your charge are with you at all times.
- ✓ Stay on paths.
- ✓ Walk instead of running.
- ✓ Pick up your trash and recycle when appropriate.
- ✓ Respect the animals.
- ✓ Keep your hands, body, and objects away from animal enclosures.
- ✓ Don't feed the animals.
- ✓ Don't pick flowers or plants.

While you're at the Zoo...

- Make sure that your students are supervised at all times.**
- Bring a cell phone or assign someone that has one to be the emergency contact. Give that cell number to the front gate staff when you check in.
- Take advantage of our free programming including animal presentations and demonstrations. Check the kiosk on your way in or check our website ahead of time for an updated schedule.

Chaperone Responsibilities

(Please detach and make a copy for all chaperones)

- Your most important duty is to keep your students with you at all times.**
- Make sure you understand the educational goals of the trip and behavioral consequences.
- Make a list of the names of students in your group so that you can keep track of them. If you have a cell phone, be sure to give the number to the teacher.
- Review the Zoo rules with your group.
- Remember that you have the opportunity to participate in a potentially significant way in the education of the students you are with. Have fun with it!

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Please note: Groups that do not respect Zoo rules will be escorted from Zoo grounds by our Park Rangers.

Parking: The school buses will park in the Bus Parking Lot. Chaperones should park in the main parking lot and meet your group at the School Group Entrance. (Only buses transporting handicapped visitors and those scheduled for our Special Needs Programs on Monday mornings may enter the main parking lot and unload at the main front entrance to the Zoo.)