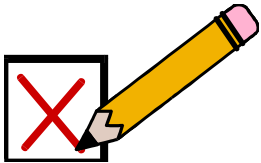




# Field Trip Checklist



- Check for accuracy the date, arrival & departure times in your confirmation email & schedule
- Assign teachers to lead one of the learning stations & share Circle J lesson plans with them
- Arrange to have adult chaperones for your trip. Advise parent or guardian chaperones about their role in supporting student learning and behavior. The goal is:
  - \* K - 3rd: One adult for each 4 students
  - \* 4th - 8th: One adult for each 6 students
  - \* 9th - 12th: One adult for each 8 students
- Request copies of lesson plans in advance; they can be sent via email
- Nametags on students and parent chaperones are helpful
  - \* Beforehand, divide classes into groups of students who work well together
- Let me know of any students who need accommodations to maximize their learning success. This might include students who are ELL's, Special Ed, 504 plans and others
- Be sure everyone wears long pants and sturdy shoes (no sandals)
- Bring the following on field trip day:
  - \* **First Aid Kit & Cell Phone**-there are no medical supplies or medical personnel here.
  - \* **Epi Pen Kit**- if student has prescription for bee sting allergy
  - \* **Lunch & snacks**- pack snacks for each group separately & place in shopping bags
  - \* **Drinking water** - Water bottles for all students & adults
  - \* **Sun hat & sunscreen or warm layers** as needed
  - \* **Educational materials** you have agreed to bring (journals, pens, art paper, etc.)
- Confirm your bus transportation. Travel time and mileage to the Circle J-Norris Ranch is exactly the same as a bus trip to SCICON. Circle J address: 41893 Yokohl Valley Rd.
- A \$100 fee per day (up to 70 students) to the Circle J-Norris Ranch will be charged to your district upon completion of your field trip

Questions? Contact Nancy Bruce at (559) 539-2263 or [circlej@ocsnet.net](mailto:circlej@ocsnet.net)