



## **Field Trip Procedures and Policies 2022**

We are so excited to welcome you and your students to Wildrock! Before you arrive, please read through the following information so we are all ready to play and learn upon your arrival.

Field trips typically run from 10:00am-12:30pm, with time for an optional picnic lunch (not provided) from 12:30-1:00pm. Wildrock offers a range of field trips offering both free play time on the Playscape and hands-on educational programming on Wildrock's Discovery Loop Trail. Students enjoy exploring woodlands, mountain streams, and meadows.

### **Payment Policy**

We request payment be made in full the day of the trip. Check made out to Wildrock or credit card upon arrival is preferred but payment via invoice is also available. A 2% service fee will be added for credit card or PayPal payments. We will email you a receipt after payment is received. If you wish to be invoiced, please confirm the number of participants the day of the trip and contact information for who we should send the invoice to. Invoices are due 7 days after the trip.

The fee for admission is \$8 per student, \$8 per chaperone, and \$8 per sibling in attendance. Babies in arms are free. There is no charge for teachers and paraprofessionals. There is a minimum field trip fee of \$175 for groups of fewer than 22 participants.

### **Cancellation Policy**

We request that cancellations be made one month prior to the day of the field trip. Cancellations made less than two weeks prior to the day of the field trip will be charged a cancellation fee of \$150.

### **Weather**

Wildrock does not cancel programs due to weather except in cases of extreme conditions. Wildrock staff will modify programs as necessary for the safety of visitors. In the event of extreme weather, Wildrock will reschedule the field trip. Please note: Wildrock does not offer refunds for field trips that are canceled by the visitor due to weather forecasts. If the

evening before or the day of it appears there is a very high chance of extreme weather, every effort will be made to reschedule the trip within 3 months of the original trip.

### **Directions**

Take Barracks Road to Garth Road until you reach Piedmont Store in Whitehall, go around the curve to the right onto Rt. 810 (do not go straight up to Sugar Hollow). Follow Rt. 810 (Browns Gap Turnpike) for 7.8 miles (the road will turn sharply right and become Blackwells Hollow Road). Follow Blackwells Hollow Road until you see black pasture fencing on your left (there is a vinyl Wildrock sign attached to the fencing). Turn left on the driveway. The GPS address is 6600 Blackwells Hollow Road. If you reach Patricia Byrom Park, you've gone too far. Please do not turn up Cottonwood Headquarters Rd, our neighbor's drive.

### **Chaperones**

Children must be accompanied by adult chaperones.

Preschool: 1 adult per 3 children

Kindergarten: 1 adult per 5 children

Grade school: 1 adult per 10 children

### **Before You Arrive**

- Collect signed waivers for each student. Please bring these with you on the day of the field trip. The waiver can be found at the bottom of the field trip page on our website along with a welcome flyer to share with students. Contact us at [program@wildrock.org](mailto:program@wildrock.org) with any questions.
- Please divide students into groups if requested to do so.
- Assign a teacher and/or parent chaperone to each group.
- Assign a teacher/chaperone as the designated water guardian. Upon arrival, they will be given a tag designating this role. If they leave the stream area, the tag must be given to someone else. The person wearing the tag must put his/her full attention on watching the children in the stream.
- Wildrock has three pet animals- a turtle, snake, and a rabbit. All animals are kept in enclosures. Some programs include a "meet and greet" with the animals. If you have concerns with any of these animals being on the premises, please let us know in advance.
- Bring a snack (and/or lunch) and water for each child. We ask that you pack out all garbage from snack and lunch.
- Be sure that each child is wearing sturdy shoes, appropriate for outdoor nature play.

- Consider bringing a change of clothes and/or shoes for each student. Play in nature can get wet/messy!
- Apply sunscreen and/or insect repellent as needed. Sunscreen is toxic to our stream. We ask that you please apply sunscreen at least 20 minutes prior to stream play.
- Be sure to bring Epi-Pens, rescue inhalers, or any other emergency medications your students are prescribed. Wildrock is far from medical care.
- Please review Our Wildrock Ways (see below) with your students.

### **What to Expect When You Arrive**

Please instruct bus driver(s) to park in the lot on the right of the driveway. Chaperone parking is limited to 22 cars, we strongly suggest that chaperones carpool. There is additional parking at Patricia Byrom Park next door if additional space is needed. It is a five minute walk from Patricia Byrom Park to Wildrock. Accompany children as they walk safely along the gravel road towards the Discovery Barn. A Wildrock staff member will greet you at the entrance to the Barn. Our Wildrock Ways will be reviewed. Special programming will follow.

If your class has chosen to bring a picnic lunch, they may eat after the field trip program concludes. Please have your students clean their entire lunch area after eating, packing out any and all trash, crumbs, or leftovers. Crumbs left behind will invite unwelcome guests to our picnic areas.

### **Help us Protect the Environment and Wildlife**

- Please refrain from bringing single-use plastic water bottles to Wildrock.
- Please consider bringing reusable water bottles that can be refilled at our water bottle refilling station.
- Wildrock does not allow idling in its parking lots. Bus drivers are warmly welcomed into our facility.
- Wildrock asks visitors to take garbage with them so as not to attract animals.

### **After your visit**

Please take time to check all students for ticks before or shortly after leaving Wildrock! Please notify parents about the importance of conducting a full tick check at home, as well.

Teachers, please take a few minutes to complete the Wildrock Field Trip Feedback Form that will be provided to you at or shortly after your field trip. Hearing from you will help us to

continue to build upon and improve our program. Thank you, in advance, for taking the time to do so.

### **Our Wildrock Ways**

Wildrock is a special place where we play and learn in Nature. In order to maintain this space, playscape equipment must be treated gently and appropriately. Wildrock encourages child-led play, including the healthy risk-taking that teaches children to assess risks effectively. We appreciate chaperones supporting safety and mindfulness while allowing children to explore and practice our core values of WONDER, KINDNESS, and RESPECT. Teachers and chaperones should take into consideration all posted signage on the playscape to ensure all visitors' safety and enjoyment.

### **COVID Policy**

We ask that visitors perform home symptom checks before arrival, refraining from coming if any symptoms are evident or if there has been exposure to others with a positive diagnosis. Masking is optional indoors and out. Hand sanitizer and/or hand washing is highly encouraged before and after bathroom breaks and eating.

**If you have any questions, please email Sierra Brown at [program@wildrock.org](mailto:program@wildrock.org).**