



## Five Crucial Steps for an Awesome South Slough Reserve Field Trip

1. **Plan everything well in advance.** After familiarizing yourself with the course offerings found on this website, contact Eric Dean, South Slough Education Specialist, to work out the details. The following information is essential when making a reservation:

*School name and address*

*Teacher contact information*

*Date(s) you would like to come*

*Number of Students*

*Grade*

Once your trip is confirmed, follow these important steps:

- Make sure the itinerary is approved by your school administrator.
- Arrange bus transportation. It is very important that your itinerary fits into the bus driver's daily schedule so we won't have to make any last-minute program changes when you arrive.
- Send a letter to the parents/guardians with an overview of the field trip, emergency contact information, and appropriate attire and other essential things to bring (backpack, mud boots, water bottle, etc.). It can be very wet and cold on rainy days, so outerwear is critical.

*Chaperoning is not a spectator sport!* In advance of your trip to South Slough Reserve, make sure chaperones understand their role and the importance of being actively engaged while on the trails. *We require a minimum of one adult for every ten students.*

2. **The field trip to South Slough Reserve should be part of a larger curriculum unit.** In the classroom develop very clear learning objectives. Make sure the students and other teachers know these objectives. When they arrive, students should have a good understanding of key ecological concepts such as habitats, watersheds and estuaries, and a basic understanding of how they are interrelated. It is very important to introduce the concept of adaptation and how animals and plants are specially adapted to a particular habitat. The hard work and effort you put in to preparing your students will really pay off when they SEE this stuff in action.

- 3. Prepare for the field trip several days in advance of the trip.** This “nuts and bolts” step will minimize any last-minute surprises.
- Check the weather and remind the students of appropriate outerwear and other essentials they should bring.
  - Encourage everyone to be on their best behavior and go over the goals and objectives for the trip.
  - Make name tags for students, teachers, and chaperones. If your classes will be divided into smaller field groups, color code the name tags for quick and easy grouping.
  - Call the South Slough to confirm reservation details and any potential weather issues; also call the bus company to confirm times and schedules. 4. During the field trip, teachers and chaperones should keep the students engaged and accountable for learning. Did you accomplish the planned learning objectives? Also, remember you are responsible for their behavior and dealing with behavior issues.
- 4. During the field trip, teachers and chaperones should keep the students engaged and accountable for learning.** Did you accomplish the planned learning objectives? And remember, you are responsible for the students' behavior and for dealing with behavior issues.
- 5. Bring the experience back home.** Use post-visit activities back in the classroom to make the field trip relevant and reinforce concepts. As a class activity, share field trip experiences and evaluate how the trip fit into the unit learning objectives. Have your students write letters to the South Slough Reserve staff and volunteers about their favorite part of the field trip and how we could make the experience better. We believe improvements can only be made through honest feedback, and we enjoy letters from the teacher and students.

**Field Trip Contact Person:**

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