



Arboretum Field Trip Policy Sheet

Thank you for your interest in bringing your group to the Carleen Bright Arboretum! We look forward to welcoming your students for a fun and educational outdoor experience. Please review the information and policies below and complete the inquiry section to help us prepare for your visit.

Pricing (per day)

- 10–25 children → **\$40.00**
- 26–50 children → **\$80.00**
- 51–75 children → **\$120.00**
- 76–100 children → **\$160.00**

Payment is required before visit

What's included

- Guided tour with an Arboretum staff member
- Guided booklet for students to use during the tour
- Small gift bag for each child

Group Size and Chaperones

- We have a limit of 100 children per visit.
- Guided tours are limited to 25 children per group.
- There must be at least 2 adult chaperones per 25 children.

Activities Beyond Tours

- Groups may enjoy the children's play area, plan a picnic, or include **pre-approved activities**. Please let us know in advance if you'd like to add something to your visit.

Supervision

- Chaperones are responsible for the behavior and safety of their group.
- Children must be supervised by an adult chaperone at all times.

Arrival and Departure

- Please arrive and depart at your scheduled times. - Check-in at the designated area upon arrival.

Facilities

- Restrooms are available on-site.

Respect for Nature

- Do not pick plants or disturb wildlife.



To help us prepare for your visit, please provide the following information:

School/Group Name: _____

Contact Person: _____

Phone Number: _____

Email Address: _____

Number of Children: _____

Number of Chaperones: _____

Grade Level/Age Group: _____

Preferred Date of Visit: _____

Preferred Time of Visit: _____

Guided Tour or Self-Guided option: _____

Special Requests or Accommodations:

Please sign and return this policy sheet to confirm your field trip reservation.

Field Trip Coordinator

Arboretum Program Manager