

READ & SIGN: Field Trip Policies

RESERVATIONS ARE REQUIRED FOR ALL GROUPS, including self-guided hikes (20 and up).

Field trips are available by reservation only (7 days notice required).

Contact naturalist@ernc.org or (907) 694-9255.

Headcount for guided programs

- Two classes may visit together, but the maximum headcount is 60 students (or 1 school bus).
- For guided programs, the minimum charge is for 10 participants, even if your count is under 10.
- Sibling Policy: siblings aged 3 or older must pay the student rate (include in headcount).
- A chaperone is required for every 5 minors up to 3rd grade, or one for every 10 in grades 4-12. There is no charge for teachers or chaperones, and they're not to be counted as part of headcount.
- Adjustment to headcount: We require notification if your headcount changes by plus or minus 5 students from the number given at time of reservation.

About your visit

- Allow up to 2 hours for guided program (for a full-day visit, reserve morning and afternoon slots).
- Self-guided groups may stay all day. If your group consists of more than 20, you must have a reservation and CSP permit, and inform ERNC of your planned arrival, departure, and destination, so we can manage the impacts on trails, facilities and other users.
- Restrooms are located in parking lot, inside the center, and near the yurt, but not along trails.
- The trails are not paved. Most guided programs involve walking approximately 1 mile (longer field trips are available). Come prepared to be outdoors, rain or shine.
- Guided groups may choose a program topic (see list), or contact us for special topic requests.
- Let us know if you want to bring sack lunches (default is no lunch). Self-guided groups may eat on the riverbank or other destinations at least 1 mile from center, but not on viewing decks, walkways or bridges. Guided groups may eat at picnic tables immediately after/before your program (indoor option if cold or raining) – but only if reserved when you arrange your field trip.
- We provide free parking passes for chaperones as part of a guided fieldtrip reservation (note that parking may be limited during peak times). Self-guided groups need to pay for parking unless coming by school bus.
- Contact us if you have any special needs or concerns.

Safety and Behavior

- Participants are expected to obey all safety rules, stay together and stay behind the leader.
- Chaperones are charged with students' safety and ensuring respectful behavior.
- The teacher or youth group leader is responsible for dealing with any disciplinary problems or medical emergencies (such as asthma, allergies, etc).

Reservation and Payment

Reservations are needed for all groups (with at least 7 days notice).

A minimum deposit is required to secure your reservation. Options are to pay by credit card or mailing a check (due within 2 weeks of reservation, or 7 days before fieldtrip). The balance is due on the day of your visit in the form of cash, school check or credit card. (Please, no student checks).

Cancellation Policy

Cancellations made with less than 7 days notice are subject to forfeiture of the deposit.

BAD WEATHER? Please come prepared for outdoor conditions. Field trips **will be cancelled ONLY** if the weather/ roads are hazardous, or if temperature at the Nature Center is below 0 degrees Fahrenheit. Teachers must contact naturalist@ernc.org or call (907) 694-9255 to discuss cancellation decision (and possible re-scheduling) so that refunds can be made. ***Deposits for self-guided hikes are non-refundable.***

I have read the above policies and agree to the terms: _____ sign and date
Fax to 907-694-2119, or scan and email to naturalist@ernc.org