

# Teacher Guide: Nature Field Trips



Tualatin Hills Park & Recreation District  
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# Teacher Checklist for Nature Field Trips

## One month before the field trip

- Review this Teacher's Guide and download the recommended pre- and post-visit activities from our website. <http://www.thprd.org/activities/nature/school-programs>
- Contact Nature Center staff with questions or special needs at 503-629-6350.
- Recruit chaperones and let them know their role (at least one adult per group).
- Distributes chaperone guide to each recruit (included in English and Spanish)
- Start processing payment.

## One week before the field trip

- Complete the recommended pre-visit activity with your class.
- Discuss behavior expectations and actions with students (included in this packet).
- Remind students of the types of clothing they should wear on the trip.
  - Dress in layers. It's often cooler in natural areas than surrounding areas.
  - Students should bring a raincoat or poncho. Please leave umbrellas at home as they are not allowed during the program. Please give the Nature Center a call if students need ponchos, as we have extras that can be given out.
  - Students should wear sturdy closed-toe shoes. No open-toe shoes or sandals. If it's rainy, rubber boots are a good choice.
- Make nametags using the labels provided for you; divide the students into equally sized groups using the different creatures (newts, crows, slugs or squirrels) to distinguish each group. The confirmation letter will have specified the number of groups.

## Day of the field trip

- Make sure students are wearing appropriate clothes and shoes for the weather conditions.
- Have students and chaperones attach nametags to their outer layer of clothing.
- Assign at least one chaperone to each group of students.
- Have all students make one last trip to the restroom before leaving school.
- If you're scheduled to eat at the park, collect lunches into large durable containers.
- Bring payment if it was not previously made.

## One week after the field trip

- Complete the recommended post-visit activity with your class.
- Please let us know how your trip was by filling out the online program evaluation form or paper version at the end of this packet.



# Student Behavior Expectations and Actions

In order for everyone to have a safe, fun, and educational experience, students should be aware of and follow the guidelines below. Instructors will ask the chaperones in each group to assist the students in helping to make sure everyone is respectful.

## Nature Field Trip Expectations

### RESPECT YOUR T.O.E.S.

#### Respect the Teachers

- Listen to the information that is presented and pay attention to directions.
- Raise your hand when you have a question or comment.

#### Respect Others

- To ensure everyone has a positive experience raise your hand, wait to be called on, and use your deer ears to listen to others/classmates and the natural world around you.
- Many people visit our lovely park, which means the trails can get a little crowded. Please share the trail by stepping to the side of the trail when another visitor is approaching.

#### Respect the Environment

- In order to keep wildlife safe and our nature park great for others to enjoy, we ask that you please stay on marked trails, leave only footprints, and eat in designated areas.
- The wildlife in the park also relies on many of the resources in the park, so please do not remove any sticks, rocks, leaves, or other natural materials from the park.

#### Respect Yourself

- Don't be afraid to speak up when you have to use the bathroom, get a drink of water, or take a break to get a snack.
- There are two plants in the park (poison oak and stinging nettle) that you'll want to avoid, so please stay on designated trails to keep yourself itch free.

## Discipline Actions

If any students have trouble following the above guidelines, the following actions will be taken by the Nature Center instructor:

**Warning:** Student will be given a verbal warning.

**First strike:** Student will be placed near a chaperone.

**Second strike:** Student will be given a time-out from the activity and will need to spend time with their school teacher.

**Third strike:** Student will no longer be able to participate and may be asked to leave with a chaperone.



# Chaperone Guide for Nature Field Trips

Thank you for volunteering to chaperone your child's nature field trip. Your role is to keep students safe and encourage them to learn and have fun. In order to create the best experience for the students, please review the following information.

## **During the Instructor Guided Program**

Half of your visit will be spent in a guided program led by Tualatin Hills Nature Center instructors. Please be prepared for the weather and adhere to the following guidelines:

- Our instructors will lead students through an inquiry process. Please allow students to answer questions on their own.
- Give attention to all students equally. Please do not focus only on one or a few children.
- Encourage all students to behave appropriately and be engaged in the program.
- Turn off phones or set to vibrate so as not to distract the group. If you need to take an urgent call, please step away from the group and keep the conversation brief.

## **During the Chaperone-Guided Hike**

During the other half of your day you, as the chaperone, may be responsible for leading students on a self-guided exploration of the park. Please remember the following:

- Safety comes first. Keep students with you at all times and frequently account for all group members. If a member of your group is injured or missing, immediately contact the Nature Center at 503-629-6350.
- Instructors will go over the rules of the park with you and the students when you arrive. Please assist in the enforcement of these rules. Remind the students to show respect to the wildlife and to other park visitors by using quiet voices on the trails and stepping to the side to let others pass.
- Make sure that your group returns for lunch or to depart for school at the time identified by the instructors. Use the park map to estimate your return time. Please avoid the areas of the park where the guided programs are taking place.
- Don't worry about being an expert about everything along this hike. Encourage the students to observe things that interest them. Stop and listen to the natural sounds of the park. If the students have questions, encourage them to write them down so they can be answered later with the instructors or mailed to us after they return to school.

*Thank you for your support in making this a great experience for the students!*



## Expectativas de un acompañante

Gracias por acompañar a su hijo/a y sus compañeros de la clase a la salida de campo al centro natural Tualatin Hills. Su Papel es asegurar la seguridad de los estudiantes y anime a todos los niños a aprender y divertirse. Para crear la mejor experiencia para sus estudiantes, favor de revisar las siguientes pautas e información.

### **Durante el programa educativo con el instructor**

Pasará la mitad del día en un programa guiado por nuestros instructores. Por favor, preparese para el tiempo y observe las siguientes pautas:

- Nuestros instructores van a guiar a los niños en un proceso de investigación. Por favor, deje que los niños mismos contestan las preguntas.
- Preste atención igualmente a todos los niños, favor de no enfocarse solamente en uno o algunos niños.
- Anime a todos los niños a portarse apropiadamente y participar en el programa.
- Apague los teléfonos celulares o haga que vibran para no distraer al grupo. Si una llamada es urgente, favor de apartarse del grupo y trate de que ser breve.

### **Durante el paseo con acompañante**

Durante la otra mitad del día usted, como acompañante, será responsable de llevar a los niños en una exploración auto-guiado por el parque. Por favor, acuérdesese de lo siguiente:

- La seguridad siempre es la prioridad. Mantenga a los niños juntos con usted todo el tiempo, y compruebe con frecuencia que están todos los miembros del grupo. Si alguien de su grupo está herido o perdido, contacte con al centro natural inmediatamente al 503-629-6350.
- El personal del centro natural revisarán las reglas del parque con usted y los niños cuando lleguen. Por favor, ayúdenos a hacer cumplir estas reglas. Recuerde a los niños mostrar respeto y usar las voces bajas para no molestar a los animales y las plantas, ni a los otros visitantes del parque en los caminos.
- Hay que asegurarse que su grupo regresa a tiempo para comer o salir para la escuela a la hora que le dicen los instructores. Se puede usar el mapa del parque para calcular la hora de regresar. Por favor, evite las áreas del parque donde estén pasando los programas guiados.
- No se preocupe si no lo sabe todo durante el paseo. Anime a los niños observar las cosas que les interesan. Pare y escuche los sonidos naturales del parque. Si los niños tienen preguntas, las pueden escribir para preguntárselas más tarde a los instructores, o los niños nos las pueden mandar después por correo a nosotros.

**!Gracias por su apoyo en hacer que ésto sea una gran experiencia para sus niños!**



# Nature Field Trip Evaluation Form

Your Name: \_\_\_\_\_ School Name: \_\_\_\_\_

Program: \_\_\_\_\_ Date(s): \_\_\_\_\_

1. What did you and the students like best about the program? \_\_\_\_\_

\_\_\_\_\_

2. What did you and the students like least about the program? \_\_\_\_\_

\_\_\_\_\_

3. How was your field trip funded? \_\_\_\_\_

4. How did you hear about the program? \_\_\_\_\_

5. Please indicate a response below	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Not Applicable
Communication received about the program was timely and beneficial.						
Instructor(s) were knowledgeable on topic being taught.						
This program complimented our curriculum well.						
Instructor(s) had a good rapport with students.						
The program met my expectations.						
The program was a good value for the cost.						
I plan to bring my class to participate in this program again in the future.						

6. Additional things you'd like us to know. \_\_\_\_\_

\_\_\_\_\_

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