Planning Worksheet for Field Trips Summer 2024

Use this document to select field trip options prior to completing the online registration. Field trips are available to book for the 2023-24 school year for K-3rd grade classes. All galleries at Florida Children’s Museum provide interactive experiences for all visitors!

☐ Step 1: Select Date for trip: ____________ Arrival Time: 10:00 am OR 1:00 pm.

☐ Step 2: Note the Field Trip Option for summer

<table>
<thead>
<tr>
<th>Field Trip Options</th>
<th>Cost</th>
<th>Time</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Explore!</td>
<td>$12 per student</td>
<td>2 hours select 10:00 or 10:30 am start time when booking</td>
<td>Students visit four galleries in 30-minute rotations (City Play, Design Park, T.B.D., and the Front Yard)</td>
</tr>
</tbody>
</table>

☐ Step 3: Total Group Size

Number of students ________ @ $12 each  
Add Explore and Engage Lesson, # of students ________ @ $3 each (optional)
Number of teachers/staff ________ @ $0
Number of chaperones ________ @ $12 each
- The maximum number of students per day for a field trip is 150. If your school group is close to or greater than 150, please consider dividing the group to visit on two separate dates.
- Total chaperone count may not exceed a 1:3 ratio with students (ex: 60 students = max of 20 chaperones).
- Chaperones may use a Florida Children’s Museum Annual Membership for adult entry only and must still be included in the total chaperone count. All students are required to pay the field trip rate.

☐ Step 4: Select Lunch Option after the visit to FCM

☐ Groups depart FCM at conclusion of field trip and returns to school to eat.
☐ Groups bring bag lunches and eat on the Family Lawn at Bonnet Springs Park, which is adjacent to FCM. Note: all seating is on the ground, picnic-style.
☐ Groups can order box lunches from the Bonnet Springs food service department. Lunches are $10 and will be available for pick-up adjacent to the café next door to FCM. Lunches include house-made chips, a cookie, and a small water bottle. Students will eat on the Great Lawn at Bonnet Springs Park, which is adjacent to FCM. Note: all seating is on the ground, picnic-style.
   Ham & cheese slider. Number to order ________
   Turkey & cheese deli wrap. Number to order ________
   Veggie & hummus pack. Number to order ________

☐ Once all selections for the trip are determined and a date has been chosen, go to https://explorefcm.org/field-trips/ to click on the link to Book Now!
Payment

All school groups will follow their district or organizational protocol for payment through a purchase order. The purchase order must be received by Florida Children's Museum within 2 weeks of booking the trip.

Private organizations who are permitted by their organization to pay with credit card may do so on the trip date or they may bring a check for payment on the trip date.

A credit card is required to reserve all trips but will only be charged in the event the trip is cancelled.

Please print the following page for all adults participating in the trip.
Please provide this page to all participating staff or chaperones

Important Info
1. **Minimum** of 1:9 ratio for supervision (teachers and chaperones).
2. **Maximum** of 1:3 ratio of chaperones to students.

Each teacher or chaperone is responsible for maintaining supervision of the specific students assigned to him/her. **Museum staff will guide groups through the rotation schedule in the case of large groups.**
3. Each adult must confirm all assigned students are accounted for prior to moving to the next gallery.
4. Chaperones may use a Florida Children’s Museum Annual Membership for adult entry only and must still be included in the total chaperone count. All students are required to pay the field trip rate.
5. When the field trip has concluded, re-entry to the museum by parents and students requires the regular paid admission fee per person ($15) or presentation of a current family membership. The field trip rates do not allow for re-entry.

In some cases, the group organizer will receive communication following registration designating the number of smaller groups for the full group to be divided into for gallery rotations on the field trip. Please have students organized in the rotation groups PRIOR to arrival at the museum. This will support maximum engagement with the exhibits, usually allowing about 20-25 minutes per exhibit area.

**Field Trip Galleries:**
**Watermelon Seeds**
This gallery is **not** accessible for elementary groups, as it is designed for our toddler and preschool guests.

**City Play**
Students will engage through realistic and intentional play with fourteen exhibits that allow for role-playing and problem-solving, through independent play, or parallel and collaborative interactions.

**Design Park**
Students will engage with exhibits focused on engineering, experiencing the effects of gravity, forces, and friction while building, testing, and adjusting to improve the function of their designs.

**T.B.D.**
Students will actively engage their five senses as they create, interpret, and respond to original sounds, dramatic movement, and uniquely generated scenes through self-selected materials and technology.

**Front Yard Gallery**
Gross motor play and self-directed activities will support students’ physical and cognitive development, self-expression, and discovery of objects in the natural world. This is an outside gallery.

Thank you for choosing to book at field trip at the Florida Children’s Museum!