



LEAD TEACHER AGREEMENT

FOR SCHOOL FIELD TRIPS

We are looking forward to your Wonderfully Wild visit to The Living Desert Zoo and Gardens! **Please read the following guidelines carefully and initial next to each section of guidelines to best inform your group of their expectations and responsibilities while visiting.** Further information is available on our [School Field Trips webpage](#) and in our [Ultimate Guide to School Field Trips](#).

POLICIES & PROCEDURES

- By attending the field trip, participants voluntarily assume all risk and danger for personal injury or property damage incidental to visiting The Living Desert.

CHAPERONES

- We require a 1:10 teacher/chaperone to student ratio and a minimum number of 10 students.
- Chaperones must be at least 21 years old.
- Any additional teachers or chaperones outside of the 1:10 ratio pay regular admission price. These additional adults can either purchase their tickets through The Living Desert's website, or be added to your invoice. Adults purchasing tickets at the gate must inform ticketing staff they are with a field trip.
- If the 1:10 ratio is not met on the day of your school field trip, then your group will be unable to enter the Zoo until the ratio is met. No exceptions will be made.

PAYMENT

- We are unable to offer any partial refunds for school field trips in the event of a decrease in student or teacher/chaperone numbers.
- Payment is due prior to your group's admission to the Zoo. Payment can be taken over the phone by our Guest Experiences Center prior to your visit, or in-person on the day of your field trip.
- Accepted payment methods include credit card, check, and PO's. We **cannot** accept cash payments for field trips.

LUNCHES

- Pack and label lunches to prepare for easy transport to our cooled lunch storage.
- Select a few teachers/chaperones to load the lunches onto our golf cart(s) for transport upon your arrival at the Zoo.
- Please be informed that we have a strict 50-pound weight limit for school lunches. In the event that lunches exceed this weight limit, your school group will be required to lift and/or carry the lunches as necessary.
- Please note that we are only able to offer lunch transportation **into** the Zoo.
- Your group is responsible for the transportation of lunches out of the Zoo.

TEACHERS & CHAPERONE AGREEMENTS

- To maintain safety and capacity guidelines, school field trips will not have access to the splash pad during their visit.

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COMMUNICATION

- On the morning of your field trip, **call or text the School Field Trips Staff at (760) 636-3473 when you are 10 minutes away from arriving.** If you become delayed, please inform the School Field Trips Staff of your updated expected arrival time.
- Regarding the 1:10 teacher/chaperone to student ratio: Nurses, medical staff, and 1-1 aides are eligible for complimentary admission when attending with a school group. School Field Trips Staff must be made aware of any medical staff receiving complimentary admission at least 1 week prior to the date of your school field trip. Adjustments to your invoice for medical staff receiving complimentary admission **cannot** be made day-of.

PREPAREDNESS

- **Name tags or uniforms are required for your students to identify themselves with your educational organization.**
- **We expect that you know your group's final headcount by the time that you arrive at the Zoo.**
- If your group is arriving by bus, please have all members of your group except the Lead Teacher remain on the bus(es) after parking.
- If your group is arriving by personal vehicle, please have all members of your group gather at the bus parking island after parking.

BEHAVIORAL EXPECTATIONS

- **Teachers/Chaperones are responsible for their behavior and conduct as well as their students'. Any behavior that endangers our animals, staff, facilities, or other guests will result in your group's dismissal from the Zoo without a refund.**
- **Stay with your pack:** All students must be supervised at all times by an adult chaperone.
- **Stay on the path:** Participants are to stay on the designated paths/trails and behave respectfully to our animals, gardens, habitats, staff, volunteers, and other guests. Entrance into ANY animal exhibit including the crossing of any barriers, fencing, or gates is strictly prohibited and is considered unlawful under California Penal Code Section 602.13.
- **Keep it clean:** Please help keep our Zoo clean by disposing of waste and recyclables in the labeled bins.
- **Keep it kind:** The Living Desert maintains an anti-bullying policy. Any rude or disrespectful behavior toward staff, volunteers, or other guests will not be tolerated.

By signing this form, you are agreeing to attend your school field trip on the day booked and follow all policies and procedures specified by The Living Desert Zoo and Gardens. Failure to follow all policies and procedures may result in disciplinary consequences.

LEAD TEACHER'S NAME:

SCHOOL NAME:

LEAD TEACHER'S SIGNATURE:

DATE: