



## Check-In Procedures and School Bus Parking.

**Teachers: Please share this notice with school bus drivers or carpool drivers**

Please keep students on the bus and send the group leader to the main entrance for check in. Once checked in, unload students in loading zone at main entrance. Organize students into groups of 10, each with their designated chaperone. An Arboretum staffer will be with you shortly to guide you through the gift shop gate and to give you a short introduction and to review the Arboretum rules.

### **Group leader**

Proceed to main entrance for check-in and submit your registration form. Do not bring your entire group in through the main entrance.

At this time please make necessary payments for extra adults if necessary.

### **Bus Driver**

Bus Parking is restricted to the south parking lot only.

In the event this lot is closed, buses must park at the Train Depot Parking lot, south of the main entrance off Baldwin Avenue, across from gate 8. Bus drivers may enter the Arboretum for free.

