

Field Trip General Guidelines

Before you visit and entry to the gardens:

- Please explore our website prior to your visit- You will find information on the various plant biomes we host, a map of the entire garden, and materials to help facilitate a self-guided experience. www.arboretum.org
- Prepare your class for the field trip by explaining what the Arboretum is, what they may expect to see and do, as well as rules regarding conduct and behavior.
- Reservations are required for all field trips. Please bring your completed registration form with you the day of your tour. You will give it to Visitor Services when you arrive and check in.
- The Arboretum requires one adult chaperone (teachers and parents) for every ten students. Adult chaperones are admitted free of charge up to a ratio of 1:5 (1 adult for every 5 students). Students must be accompanied by an adult at all times no matter the students' age.
- The Arboretum requires one adult chaperone for every ten students. Adult chaperones are admitted free of charge up to a ratio of 1:5 (one adult for every five students). Additional adults beyond that ratio must purchase general admission tickets either in advance online or in person the day of your visit. If purchased in advance, please present proof of these tickets when you arrive and check in at the front gate to submit this form.
- Students must assemble on the pavement in front of the main entrance and wait while the lead teacher checks in with the front entrance staff. An education staff member will then greet the group and lead them in through the field trip gate.
- Buses must park in the designated bus area of the public parking lot. (See Check-In and Bus Info Sheet)

Rules for your visit

- Proper garden behavior is very important. Students must stay on the paths, trails, and roads and there is no walking on wood chips or mulched areas.
- Please do not allow students to climb trees or on other structures.
- Students must be accompanied by chaperones at all times (college students excepted).
- Unsupervised or disorderly groups will be asked to leave the grounds.
- Please see that children wear weather appropriate clothing and suitable walking shoes.
- No food may be brought into the Arboretum. We have no facilities for lunch storage, so please make arrangements before arrival. You are welcome to use the lawn or picnic facilities across the main parking lot from the main entrance.
- Food may also be purchased at the Peacock Café. Should you wish to do so, please call 626.445.4267 at least two weeks in advance of your visit.
- **Please do not touch, chase, or feed any of the animals you see in the garden.**
- Please encourage students to enjoy the Arboretum and leave it as they found it. The Arboretum is a living museum and removal of any plant materials, (leaves, flowers, pods, etc.), feathers, animals, etc. is strictly prohibited.
- If you chose to visit the gift shop, please have your group leader stop in first and let the staff know and then students may come in 10 at a time with at least one adult accompanying them.