



Preparing for Your Sonoran Desert Adventure Guided Field Trip

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Pre-Field Trip Checklist

- **Book your field trip** by completing and submitting the [online form](#).
- **Confirm your visit** by reading the email packet via email from the Children's Registrar. This will be sent within five (5) business days from after submitting your booking form. If your selected dates are unavailable, you will be contacted to discuss other options.
- **Review the Chaperone Policy.** The Garden allows a maximum of one (1) non-teacher adult for every five (5) students at the discounted rate of \$6.50 per person. Additional chaperones will be charged at the regular admission rate of \$24.95 per person. Payment for additional chaperones should be arranged in advance with the Children's Registrar. Payment will not be accepted at Admissions on the day of the field trip. Garden memberships are not accepted as admission for our field trip programs. If chaperones will be arriving separately, they must have identification that indicates they are permitted to be with your group. Garden staff cannot escort late chaperones to the group. No siblings or children in strollers allowed on the field trip.
- **Pay for your field trip** or submit approved purchase order to the Children's Registrar at least thirty (30) business days prior to scheduled visit. Purchase Orders, checks or credit cards are accepted.
- **Make arrangements for lunch and/or snacks** at an off-site location. The Desert Botanical Garden does not have facilities for eating meals, snacks, or food storage. Picnic ramadas are available at nearby [Papago Park](#).
- **Prepare your class** by reminding them to wear weather-appropriate clothing, walking shoes, sunscreen, and to bring a water bottle. Please access our [Digital Learning](#) web page for curriculum related to your field trip.
- **Divide your group** using the guide on the next page. Students will explore the Garden with a Garden Educator in groups of eight to twelve (8-12) students, plus at least two adults per group.
- **If you are interested in extending your visit**, please contact the Children's Registrar in advance. Upon your arrival, field trips last between 90 minutes and 2.25 hours depending on your program selection and do not include general admission beyond that time frame.
- **Share this checklist** with your fellow teachers joining you on the Sonoran Desert Adventure!

Day of Field Trip Checklist

- **Print out your ticket and bring it with you to the Garden.** Your field trip begins upon your arrival.
- **If you are arriving by car/van/public transportation**, park or exit the bus in the Main Parking Lot and walk your group to the Main Entrance.
- **If you are arriving by school/chartered bus**, please follow the signs for Bus Unloading. The bus will drop-off/pick-up in the same location. **Please remain on the bus until asked to unload by Garden staff.**
- **Garden Educators will escort your group to a gathering area.** Be ready to assist in sorting students into small groups – your completed guide can help with this. Each group will then set off on their adventure!
- **At the end of the field trip, Garden Educators will escort each small group** to the Main Entrance or bus zone.



Preparing for Your Sonoran Desert Adventure Guided Field Trip

Creating Trail Groups

We want to get on the trails as soon as possible – please pre-arrange your trail groups so we can! We know things will change the day of the trip, and we'll work together to make the changes we need. Just evenly distribute your students, with no more than 12 in a group with at least 2 chaperones. Make copies as needed for the size of your group.

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