



## Field Trip Guidelines

All teachers and chaperones must review these guidelines prior to your visit.

**Parking:** Our parking space can only accommodate about up to 3 buses and 10 vehicles total. If your chaperones are driving separately from your bus, we strongly encourage carpooling.

**Packing List:** **Name tags and Close-toed shoes are required for all students.** As field trips take place entirely outdoors, remind students and chaperones to dress appropriately. We also recommend the following:

- Individual water bottles
- Sun hat
- Layered clothing, for sun or wind protection, depending on weather
- Sunscreen

**Weather:** Project GROWS does not have indoor facilities; however, in the event of light rain, our staff is fully prepared and excited to lead field trips for groups that are not afraid to get a little wet! If heavy rain or thunderstorms are forecasted, field trip coordinators will receive an email from a PG staff member the night prior to the field trip, with a cell phone number to contact on the morning of the trip if the group wishes to cancel. A PG staff member will follow-up immediately via email to reschedule the trip. If groups are already on the farm and lightning is spotted, we will immediately move students to the buses to evacuate, and the trip will be rescheduled.

### Farm Rules:

- ♥ Walk when in the garden
- ♥ Stay on paths
- ♥ Ask before using a tool or handling any crop or animal
- ♥ Respect each other, the plants, insects, and animals at the farm

**Group Size:** The maximum number of students per field trip is 60 students. If you'd like to bring a group larger than 60 students, please request two separate field trip dates on the request form. There is no minimum number of students.

**Special Trip Information:** When you arrive, please plan to split your class(es) into equal-sized groups so that we can rotate groups through stations. You will receive information about the number of groups in your trip confirmation email.

**Chaperones:** We require a minimum of 1 adult per 10 students.

**Cost:** There is no charge for field trips to Project GROWS. Donations are not in any way required but are gratefully accepted. To make a donation, please visit <http://www.projectgrows.org/join-us/> and click on "Make a Donation Today!"

**Location:** 608 Berry Farm Road, Verona, Virginia 24482. Directions: <http://www.projectgrows.org/contact-us/>