

## Fort Matanzas National Monument Teacher Checklist



The National Park Service operates Fort Matanzas. It is our goal to provide a safe and quality experience to all visitors, including students and other groups. We look forward to your group's visit.

FORT MATANZAS EDUCATION PROGRAMS		
	<i>Guidelines...</i>	<i>What We Expect...</i>
<b>Group size and program times</b>	The group's size is limited to 35 people (boat capacity) each time slot– 9:45, 10:45, 11:45, 1:45, 2:45 daily.	Reservations are required. Reservations are taken on a first-call basis beginning in August for that school year.
<b>Program</b>	You will have a ranger for your reserved one-hour time slot which includes a trip to the fort. This hour begins at your reserved time, not at the time you arrive. <b>Late arrivals might not be able to visit the fort.</b>	Allow at least ½ hour drive from St. Augustine. Please meet your ranger on the <u>benches</u> in front of the Visitor center  Any other activities, such as the nature trail, will be led by the teacher.
<b>Pre-Visit Activities</b>	Preparation materials, many keyed to the Sunshine State Standards for grades 3-5, are available on a CD-ROM from the park which was sent to you in a separate mailing. (Grades 3-5 only)	We expect teachers to prepare their students prior to their park visit with at least the activity "The Little Fort with the Big Job" on the CD-ROM or on the park's web page.
<b>Cancellations</b>	At times, weather (wind and/or rain) or mechanical problems might cause us to cancel the boat. The group will still receive a ranger program, if possible.	If you have to cancel, please let us know as soon as possible. 904-471-0116
<b>Conduct</b>	School groups may encounter other visitors during their visit.	Students should conduct themselves in a way that allows others to enjoy their visit.
<b>Chaperones</b>	A minimum of 1 chaperone for each 10 students is required. Teachers should review expectations with chaperones prior to arrival. Parents and chaperones are expected to help with group control.	Protection of our natural and cultural resources is of the utmost importance! Please do not sit on the walls or cannon. Uncontrolled groups will be asked to leave.
<b>Safety</b>	Your students' safety is also important to us. Please help by monitoring your students' behavior.	Keep in mind that this is a natural area and that the visit includes a boat ride to a small, rustic fort near the water. <b><u>Due to time and safety, groups will not be able to climb the ladder to the roof.</u></b>
<b>Restrooms</b>	There are restrooms in the park, but none at the fort.	Make sure your group plans a restroom break, if needed, before going to the fort.
<b>Bus Parking</b>	Bus unloading and parking is located past the restroom building. (See map) If that spot is already occupied, check with a ranger for alternate parking.	Please do not stop in front of the visitor center to unload. It blocks traffic. Do not allow the bus to idle while the group is visiting.
<b>Dress</b>	This is an outdoor program and includes a boat ride.	Winters in north Florida can be chilly. Thunderstorms are a possibility in May.
<b>Toys and Food</b>	No food, chewing gum, or drinks (except water) is allowed on the boat or at the fort.	Leave backpacks, souvenirs, games, and cd players on the bus.
<b>Picnics</b>	There are picnic tables and drink machines near the parking lot, but no fires or grills are allowed.	Please make sure all trash is properly put into trash receptacles. There is a dumpster near the ranger office.

