



Field Trip Group Leader Checklist

We are delighted that you have chosen Grand Canyon's free ranger-led field trips. To ensure that your visit meets your expectations as well as ours, please refer to the following checklist and share pertinent points with your group.

Before Your Visit

Chaperones:

We require one chaperone for every five students, plus one lead teacher.

Extra adults may not participate in the field trip and must pay the general admission fee.

- Assign each chaperone a group of five children, leaving yourself free to help oversee and facilitate the program.
- Fill out Chaperone Information Sheets to hand out before leaving on the field trip. Make sure chaperones are aware of the schedule and their responsibilities.

Students:

Each program can accommodate up to 35 students.

Siblings are not welcome, unless they are officially part of the group.

- Review behavioral expectations with students. Please remind students that this is a school program and all school rules still apply.
- Remind parents to send children with layers in case of inclement weather.
- Nametags: Create prior to trip for all adults and children.
- Make double-sided copies of the field trip journal provided by Grand Canyon staff. Hint: set the orientation to landscape, set to flip on the short edge for printing.
- Lead the students in creating custom covers for the journals before arrival
- Introduce Grand Canyon to your students before your trip. Visit our website for resources and lesson plans.

What to Bring:

- A hard copy of your fee waiver (attached to your confirmation)
- Lunches; must be portable in student's backpack for five hour program. Lunch is eaten in the field.
- One liter of water per person.
- Any necessary medications
- Check the weather a few days before. Dress in layers. Raincoats, jackets, hats, and gloves may be needed.
- Backpacks for each child to carry their own layers, water, and sack lunch.

Reservation changes:

- If you need to make any changes to your reservation, please call 928-638-7663 or email nps_grca_education@nps.gov.
- Cancellations must be made three weeks ahead of your field trip. No-shows and last minute cancellations may lead to schools not being offered field trip in the future.

Upon Arrival

- At the entrance station: Show your fee waiver to the rangers at the gate for free admission.
- Where to go: follow signs to "Parking Lot A, Park Headquarters." The bus driver may temporarily park in front of Park Headquarters (please no idling).
- Bathrooms: Have chaperones organize students, forming two lines outside Park Headquarters. Only four students for the men's bathroom and four students for the women's bathroom may enter the building at a time.
- Greeting: A Park Ranger will greet groups to review expectations and the schedule.
- Bus parking: Buses may park at Grand Canyon Visitor Center and the Backcountry Information Center. Please refer to the South Rim Pocket Map available at the gate, or online.

During Your Visit

- Each class of up to 35 students will be led by a ranger. If you have multiple classes attending on the same day, please have a system to quickly separate the group into individual classes of 35 or less.
- Rangers rely upon the lead teacher and chaperones for behavior management.
- Tablets, phones, and music players are prohibited during the field trip. Cameras may only be used during designated photo opportunities.
- Some programs involve walking off trail on uneven terrain.
- Programs conclude promptly at scheduled times.
- Five hour programs include a half hour break for lunch. Each student should carry their lunch in their own backpack. Two and a half hour programs do not include a lunchbreak. Lunch will be eaten in the field.
- Trips to gift and souvenir shops are not included in the itinerary.

After the Program

- Bathrooms: Have chaperones organize students, forming two lines outside of Park Headquarters (or the closest bathrooms to where you finish your program). Only four students for the men's bathroom and four students for the women's bathroom may enter the building at a time.
- Lead teacher and chaperone provide behavior management and organization to get back on buses or proceed to next activity.

Student Behavior Guidelines

- Respect wildlife. It is disrespectful and illegal to harass the animals in any manner, including feeding them, throwing objects at them, making loud noises, and approaching them. Remember that we are visitors in **their** home.
- Respect plants. Do not pick flowers or break leaves off plants. Stay on the trail so that plants do not get trampled.
- Respect other visitors and people with ancestral ties to Grand Canyon. Just as in the classroom, yelling, running, throwing objects, or derogatory remarks are unacceptable.
- Respect each other. When a ranger, teacher, chaperone, or student is talking, please listen quietly. Keep your hands to yourself.
- Respect the park. Everything in the park, including rocks, plants, fossils, animals, and artifacts, is protected by law and must remain where it is found.
- Respect yourself—keep yourself safe by staying a body length away from the rim at all times.