



## Field Trip Pre-Visit Guide

Thank you for choosing The Parklands of Floyd's Fork for your school field trip! This pre-visit guide is designed to help you better prepare for your trip to the Park; and answer any questions you might have leading up to your program day. If you have any additional questions, please call us at 502-815-0274 or email us directly at [outdoorclassroom@21cparks.org](mailto:outdoorclassroom@21cparks.org). We look forward to seeing you!

### Directions

All School Programs at the Parklands of Floyd's Fork will begin at the **PNC Achievement Center for Education and Interpretation** located at the **Creekside Center** in **Beckley Creek Park** (unless otherwise noted). Please see the map on page 3 of this document for detailed information.

Follow directions below, to reach the park:

For GPS devices, please follow directions to the following address:

**1411 South Beckley Creek Parkway, Louisville KY 40245**

**\*Be advised that on most maps & GPS devices, "Floyd's Fork Park" will take you to Pope Lick Park on Taylorsville Road; please follow the driving directions below or use the address exactly as its been provided.**

**Thank you!**

### Driving Directions:

I-64 East I-265 (Gene Snyder Freeway) North Take the Middletown exit and turn right onto Shelbyville Road 0.8 miles to Beckley Station Road – turn right onto Beckley Station Road. Follow 1.7 miles to the playground entrance on left (before intersection of Beckley Station and Wibble Hill Road

### Chaperones:

We ask that you provide at least 1 teacher or chaperone for every 10 children participating in the program. Each class of 10-30 students will be staffed with one Parklands Interpretive Ranger and additional Volunteer Rangers based on the size of your group. Additionally, chaperones may be asked to participate in activities as helpers in the classroom.



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### Dress for the Weather:

All programs include outdoor experiences, so please ask students, chaperones and teachers to dress accordingly. Remember to dress in layers, bring water (if the weather is hot) and use bug spray. In case of rain, please be sure students have some form of rain gear or clothes they can get wet. It's also a good idea to ask students to wear clothes they can get dirty and shoes that can get muddy. Groups that are participating in creek activities should remember to bring an extra pair of socks and shoes that can get wet.

### Eat a Good Breakfast!

Please make sure students are well fed and hydrated, as most programs include active outdoor activity, walking, climbing hilly or uneven terrain; and require energy. Please let us know if you have a student that is unable to perform physical activities so that we may attempt to make accommodations.

### Permission Slips:

All parents of students participating in Parklands field trips will be asked to complete a field trip permission form (**found on the last page of this document**). These forms must be turned in to Parklands staff at the beginning of the program.

### Payments:

Once your numbers have been confirmed with The Parklands, we ask that you make your payment to our bookkeeper. Please address your check to 21<sup>st</sup> Century Parks, Inc and mail it to: 471 W Main St, Louisville KY 40202. You may mail your check or bring it on the day of your program.

### Arrival:

Please do your best to arrive on time for programs, if you are concerned that your group may arrive later than scheduled; please call us at the PNC Achievement Center for Education & Interpretation at 502-815-0274 to notify us of the change.

### Bus Procedures:

When your group arrives, buses should use the designated bus turnaround in front of the PNC Achievement Center for Education and Interpretation for easy loading and unloading of students. This turnaround is located just beyond the Creekside Playground. Buses should follow the curve to the left and proceed to the crosswalk directly in front of the PNC building.



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When the bus arrives, please ask students and chaperones to remain on the bus, so that Parklands staff can board the bus to greet the students and give instructions. The booking teacher should come inside the PNC Achievement Center to receive instructions from the Manager of Education. We ask that you please have students divided into groups prior to arrival, so we can begin our program promptly.

### **Bus Parking:**

Buses may park in the far lot in the Creekside parking lot (between the Egg Lawn and the Marshall Playground & Sprayground). Buses are not required to stay on site during programs.

### **Food and drinks:**

All groups should bring their own lunches stored in a cooler or other container unless otherwise agreed upon prior to your arrival. Lunches will be stored in the PNC Achievement Center until the groups designated lunch time.

### **Schedule:**

All school field trips participate in a rotation schedule that will include interactive in-classroom program, an outdoor component such as a hike or creek walk, and playground time. A lunch break will be built into this schedule. Parklands interpretive rangers will have a schedule ready for all teachers and chaperons upon your groups arrival at the park. All programs, unless otherwise agreed upon will begin at 10:00am.

### **Behavior Issues:**

The Parklands of Floyds Fork has a no violence policy and other guidelines in place to keep field trip participants and other park visitors safe and having fun. Failure to comply with behavior guidelines set forth for the group at the beginning of the field trip may result in the cancellation of your trip. The Parklands reserves the right to ask a group to leave for not conforming to safety guidelines.

### **Things That Itch or Bite:**

Please be aware that both ticks and poison ivy are present in all of our parks. Students and teachers are asked to bring and apply bug spray. We also ask that parents perform a tick check on their children in the evening.



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### FIELD TRIP PERMISSION FORM\*

Child's Name: \_\_\_\_\_

I \_\_\_\_\_, give permission for \_\_\_\_\_ to  
(parent/guardian full name) (child's full name)

participate in the 21<sup>st</sup> Century Parks, Inc. Field Trip Program at The Parklands of Floyds Fork. I understand that the child named above must follow all rules and regulations stated by 21<sup>st</sup> Century Parks, Inc.. I further agree to release and hold harmless 21<sup>st</sup> Century Parks, Inc., from any and all claims of bodily injury, sickness, disease or death, (including loss or damage to tangible property) to my child that might occur during this program.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Relationship to Child \_\_\_\_\_

Emergency Contact # (     ) -

In case of emergency, The Parklands Education & Interpretation team, led by Manager of Education and Interpretation, Curtis Carman will be on hand at The Parklands. Staff can be reached daily by calling 502-815-0274 during regular operating hours.

***\*This is a required document; child will not be admitted to program without this completed form***