







# School and Group Programs Welcome Packet

Bowers School Farm and Johnson Nature Center extend learning beyond the classroom. Their diverse habitats support a variety of native plants and wildlife, livestock and crops. From stepping into the historical buildings and back in time, to digging deep into the soil and imagining a more sustainable future, these unique sites offer dynamic educational experiences to serve the needs of today's students. We look forward to welcoming your class/group to explore and learn with us!

#### **Locations & General Contact Information**

Johnson Nature Center
3325 Franklin Rd.
Bloomfield Twp., MI 48302
johnsonnaturecenter.org
johnsonnaturecenter@bloomfield.org
248-341-6485

Bowers School Farm
1219 E. Square Lake Rd.
Bloomfield Twp., MI 48304
schoolfarm.org
bowersfarm@bloomfield.org
248-241-6475

#### Schedule

2-hour programs: 9:30 - 11:30 am or 12:30 - 2:30 pm

4-hour programs: 9:30 am - 2:00 pm (ends at 1:30 for kindergarten programs)

## **General Program Registration Information: For Field Trips**

Registration of a field trip requires a minimum of 8 students/children. You may still register with smaller groups, however, you will need to pay for a minimum of 8 students.

There is a maximum of 14 students and 14 chaperones per field trip group. If you have a class larger than 14 students (group maximum), you will need to register for an additional field trip slot. In this case, first add a field trip to your cart and then "keep shopping" and add another field trip to your cart before checkout.

Please note that the initial 50% deposit is required to register and is non-refundable and exchangeable. Full payment will be required 2 weeks before the start of your program which is non-refundable.

## **General Program Registration Information: For Scouts & Small Groups**

Registration of this program requires a minimum of 10 children. You may still register with smaller groups, however, you will need to pay for a minimum of 10 children.

The cost is \$15 per person for scouts/children and chaperones. One scout leader is free when applicable. There is a maximum of 4 parent/chaperones for each group.

Full payment is required upon registration. Cancellation is allowed if more than 30 days prior to the program date less a \$25 processing fee. The program is non-refundable if less than 30 days before the program date.

## Chaperones

The pre-K to kindergarten field trips (Farm/Nature Detectives and Fridays on the Farm) include the *option* of per child parent/caregiver chaperones. Additional field trips may require the need for adult chaperones. We will communicate this need and organize with the classroom/group leader. There is no charge for the *required* teachers or chaperones.

#### **Name Tags**

Building relationships and making connections with our students and visitors is important to us. Name tags are very helpful to support us in creating a welcoming and safe environment for learning.

#### **Accommodations & Accessibility**

If you require special accommodations, please contact the individuals listed at the bottom of this packet to make arrangements.

We are committed to making sure this opportunity is financially accessible for all groups who are interested in participating. Please reach out to Brooke Larm at <a href="mailto:blarm@bloomfield.org">blarm@bloomfield.org</a> to inquire about support.

#### **Dressing for Outdoor Learning Success**

We require closed-toe shoes or boots for learning adventures in the outdoors. Be sure to check the weather prior to the field trip date to plan clothing accordingly. See <a href="this resource">this resource</a> for more information on how to dress kids for the outdoors. Layers are our friend in our Michigan climate!

#### **Health & Safety**

We will run our programs in alignment with Bloomfield Hills Schools and Oakland County Health Department's guidelines for operating safe childcare and youth programming. For more details, click here.

# General Programs FAQ

## What is the cost and how do I pay for field trips?

Each program lists the costs on a per person basis. Currently, there is a non-refundable deposit of 50% of your group due to reserve your field trip. Two weeks before your trip, you will be required to pay the balance. Both students and non-required chaperones (specified pre-k/k programs) are charged the per person fee. Teachers, group leaders, and/or required chaperones are free. Payments are required to be paid online by a credit card or debit card.

## Can I add more students than the max number listed in registration?

No, we can not accommodate additional numbers beyond the max number listed. If you have additional attendees, you will need to register for an additional field trip slot. If you do not have enough attendees to meet the minimum number, you may still attend by selecting and paying for the minimum number of attendees.

#### What if I do have more students than listed as the max number for field trips?

You can register for multiple field trips at the same time. Most of our field trips have several groups going out at the same time. For example, if you have 20 students, you will need to register as 2 groups or 2 field trips. You can select a first time/date and add it to the cart, and then go back and add an additional field trip (if available) for the same time/date so that your class may all arrive at the same time.

## What if we do not have enough attendees to meet the min number?

You can still come by selecting the min number and paying for the min number. For example, if you only have 8 students/chaperones and if the min number is 10 persons, you may register by paying for the 10 persons and come with fewer persons.

#### Can I switch days?

Please only register when you are certain of the date that you can come on your field trip or program. Once registered, your deposit is not refundable or exchangeable. If you need to cancel your registration, please notify the contacts below. If you need to switch days, you will need to cancel your previous registration and re-book a new date.

#### What is your payment and cancellation policy?

See general program registration information above.

#### Where do we arrive for our field trip?

#### Johnson Nature Center

Please drive in the driveway marked *ENTER* at 3325 Franklin Road. Personal vehicle parking spots are available for visitors as you drive to the left into the parking lot. Buses should drive to the unloading zone at the sidewalk leading to the main building entrance. Please wait there until a guide comes out to meet you at your designated time. If buses are remaining onsite, please park in the farthest parking row, parallel to Franklin Road.

#### **Bowers School Farm**

Please drive in the driveway marked *Bowers Academy* at 1223 E. Square Lake Rd, also marked 1219 E. Square Lake Rd. As you pull through the gates, drive to the left (west) and park near the Visitor Center. Look for a marker on the lawn for field trips to meet. Please wait there until a guide comes out to meet you at your designated time. You may also shop in our Farm Store if open.

### Can we bring lunch or snacks?

There are picnic tables near our Visitor Centers at both the Farm (front of building) and Nature Center (behind the building near to our pond) that you may use when unoccupied. We are a nut-free facility and ask that no nuts be on the property. We also ask that you do not bring food nor allow kids to eat during your field trip unless lunch is organized as part of a full-day program. If you need, plan time before or after the field trip for snacks.

#### Are chaperones needed?

It depends on the program. See the section on Chaperones above. We ask that teachers/group leaders take on a leadership role in supporting class and group management and facilitation of deep discussions. We invite teachers to guide chaperones in supporting management to ensure a safe and engaging field experience for all.

For parents/caregivers who want to experience the Farm/Nature Center with your children, we invite you to visit our websites to learn more about all of the ways to engage with our sites,

including our Farm Open Barn days, Nature Center hiking trails, and family and community programs and events.

#### What if it rains or snows?

Farm and nature centers operate rain or shine, and our sites are no exception. The field trip will continue during any rain or snow unless the weather causes unsafe circumstances that we can not plan around. In this case, we will contact you.

## Can we ride a horse or pony?

You are unable to ride a horse or pony during our field trips, but be sure to check out our summer camps at Bowers School Farm or Open Barn Schedules for opportunities to engage with our horses!

### What if someone is allergic to animals?

You may see a variety of animals on the field trip. Depending on the allergy, a student does not need to touch the animal or can remain outside barns or away from animals with a supervising adult if needed. However, be aware that our animals do move all around the farm.

#### Do I have to schedule bussing?

Your school/group will be responsible for transportation to and from the field trip location. For Bloomfield Hills Schools teachers/students, bussing will be provided and organized through our transportation department.

### What if I need more information?

Johnson Nature Center

Cass Arsenault, Lead Interpretive Naturalist

<u>carsenault@bloomfield.org</u>

Bowers School Farm

Megan Isabell, Learning Expedition Leader
misabell@bloomfield.org