

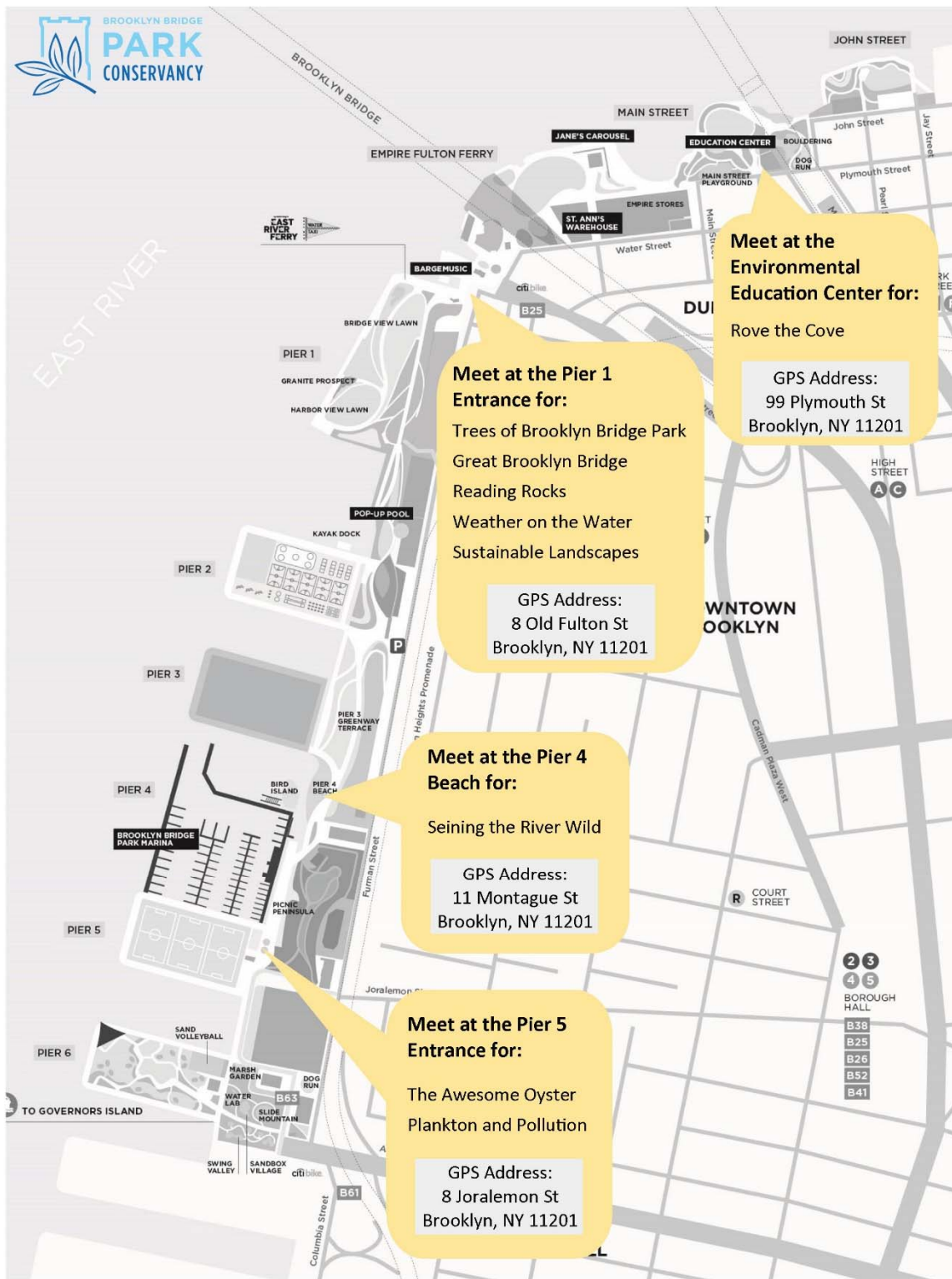
# SCHOOL PROGRAM ORIENTATION PACKET

## HELPFUL TIPS FOR YOUR VISIT

1. **Prepare your students for their trip.** Let students know that they will be attending a class with a guest teacher that may be outdoors. Take note of the weather and encourage students to dress appropriately. If feasible, please use our pre- and post-lesson plans, available on our website, to introduce and reinforce content.
2. **Please have your students pre-assigned to groups,** with a chaperone assigned to each group (if possible). We have materials to accommodate **6 groups for all classes except for E3, in which the class will be split into 4 groups.** Please notify chaperones that we will request their participation for the duration of the class.
3. **Have your students wear easy to read name tags.** Addressing students by name is an excellent classroom management technique for Conservancy educators.
4. **Inform us of the rules and techniques that are useful for managing your class group.** Your experience managing the class is invaluable! As a guest teacher, it is much easier to utilize pre-existing rules and routines that you have established. If a student is disruptive or disengaged, we welcome you to assist in classroom management.
5. **Modeling your engagement in the lesson is crucial to the success and lasting impact of the class.** While we are experts at our lesson plan, we may not know what you are covering in your class. Please, feel free to participate. You can spark student interest by relating the lesson to current classroom work, or by working with students who may need extra support.
6. **Classroom teachers must accompany students at all times.** Help us facilitate a successful learning environment. During the program, we may ask you to help us to pass out materials or put students into their groups.
7. **Your feedback and comments are invaluable to our program.** Feel free to contact our Education Coordinator at [education@brooklynbridgepark.org](mailto:education@brooklynbridgepark.org) or 718-412-0934 with any feedback.

Thank you for your help and participation! Please feel free to contact us should you have any questions regarding your program.

## CLASS MEETING LOCATIONS



## FAQ: PROGRAM PREPARATION

How can I prepare my students for our trip?

Pre- and post-lesson plans are available for select programs. Download these resources [here](#).

What should I bring with me the day of the trip?

We recommend bringing a first aid kit, emergency contact information for each student, comfortable shoes, lunch and water, and weather-appropriate clothes and accessories.

Where should our bus driver park/drop us off?

Your drop-off location is dependent upon the program you have booked. Refer to the Class Meeting Locations table and map on the previous page.

Where and when can students eat lunch?

Please plan to have your students eat either before arriving for your program or after your program is complete. Groups are welcome to eat lunch anywhere outside in the park. For programs in the Environmental Education Center, there are picnic tables available near Jane's Carousel.

What happens if there is inclement weather?

The Education Department will reach out as soon as possible to discuss cancellation or an alternate program plan. If cancelled, we are happy to work with you to reschedule.

What should I do if we are running late or lost?

If you expect to arrive later than your program start time, please contact a Conservancy Educator using a number provided in your confirmation materials. If your group does not arrive within 45 minutes of your scheduled program start time, your class will be cancelled.

Will there be bathrooms near my program?

Yes! For programs that take place in the Environmental Education Center, there are bathrooms within the same building. For programs that meet at Pier 1, there are bathrooms in the trailer at the turnaround near the entrance to the park. For programs that meet at Pier 4 and 5, there are bathrooms at the boathouse near Montague Street.



## **FAQ: COVID-19 SAFETY PROTOCOLS**

Do you collect data for contact tracing?

Chaperones are responsible for tracking contact information, symptom, or potential exposure of participants and report any direct or secondary COVID-19 exposures to the Conservancy as soon as possible, within 24 hours of receiving the information.

What safety precautions are you taking?

In order to offer in-person programs this year, we are adjusting curricula to minimize interpersonal contact and maximize hands-on outdoor learning experiences. Hand sanitizer and extra masks will be available onsite, and social distancing encouraged using physical markers and verbal directions. Our educators are fully vaccinated and self-certify a lack of symptoms before arriving each day. Shared or reused materials are minimized as much as possible.

What safety protocols do you require of students and chaperones?

All program participants must bring and wear a face mask and stay six feet apart whenever possible.

Does my program take place indoors or outdoors?

All in-person programs will take place outdoors. Please see the map in your confirmation email to find the meeting spot for your program.

Do participants need to be vaccinated?

Participants do not need to be vaccinated but must be symptom-free for 24 hours without a fever reducing aid. Chaperones are responsible for tracking contact information, symptom, or potential exposure of participants and report any direct or secondary COVID-19 exposures to the Conservancy as soon as possible, within 24 hours of receiving the information.