

Logistics and Fees

This information applies to all field trips. For program content, see the Program Information sheet for the selected program.

Preparation for the trip A PowerPoint presentation specific to the program is shown by the teacher in the classroom before the field trip. Presentations are accessed through the *Science at Reynolda* website at this address: <http://sites.google.com/site/scienceatreynolda/outreach/resources-for-k-5-teachers>

Accommodations for Disabilities Call the Education Office one week in advance of the visit to arrange for special accommodations.

What to Wear Everyone should be dressed for the weather and prepared for planting activities and a walk in the gardens and/or the nature trail.

Time The field trip begins at 9:30 a.m. End time varies by program. Please contact us if you have questions.

Groups Classes are divided into groups (6 to 8 students), which are led by experienced educators. The maximum total number of students each day in the fall and spring is 50; in the winter, 26. The minimum number is 15.

Facilities Rest room facilities are limited. Students should use the rest room before leaving school. There are no picnic facilities.

Fee The fee is \$3.00 for each student; no charge for adults. If multiple classes are attending, an invoice for the entire amount due is sent to the school with the last class.

Chaperones At least **three** adult chaperones are needed for each class.

Cancellation Policy

In case of inclement weather, every effort is made to re-schedule. Call the Education Office by 8:00 a.m. on the scheduled day to make arrangements. If a reservation is cancelled for any reason other than bad weather or illness less than one calendar week before a reserved date, the school will be billed \$30.00 for each day cancelled.

Parking for Buses and Cars

Drivers should be familiar with the parking location before arrival. This is not the same location used for Reynolda House Museum of American Art. For safety reasons, buses and cars connected with Reynolda Gardens field trips are not allowed to stop near the entrance to Reynolda Village or greenhouse for any reason, even to ask directions.

Parking for Reynolda Gardens field trips is near the Boat-house Nature Education Center. Drive through Reynolda Village to reach the parking area for Reynolda Gardens.

Directions

- ◆ Enter Reynolda Village from Reynolda Road at the stop-light at By Way Street, which is one block south of Silas Creek Parkway and the main entrance to the Wake Forest University Reynolda Campus.
- ◆ After passing the greenhouse, turn left.
- ◆ Follow the Reynolda Village lane (unmarked) to a stop sign. (European Touch Day Spa is on your right.)
- ◆ Turn right.
- ◆ Follow the curving roadway (pass parking lots on the hillside on your right) until it ends at a level parking lot beside a field. (The wetland is on your left.) A Reynolda Gardens representative will direct you to a parking place.

