

Chaperone Information: *Discovery Lab & Tour*

Thank you for helping make your school's field trip to the Seymour Center a success! Your role as chaperone is essential to creating a positive experience for all. Whether you are helping transport students, or supervising students for appropriate behavior, thank you for your part!

1. Make sure you know your group's plan for the day including your role, meeting times and places.
2. When you arrive at the Seymour Center, help assemble students at the benches by the public entrance doors to wait respectfully for your instructor.
3. Please understand that it is not possible for every chaperone to supervise inside the classroom during the *Discovery Lab* activities. **Only the teacher plus exactly four chaperones are needed to supervise students inside the classroom during the lab activities.** The teacher will let you know if your assistance is required inside the classroom. **We ask that chaperones do not "exchange" places during the lab activities, as this is very distracting for the students and volunteer instructors.**
 - If you are asked to assist in the classroom during the *Discovery Lab*, please be sure to silence all cell phones and pagers.
4. While the students are participating in the *Discovery Lab*, chaperones are free to explore the Seymour Center exhibits. When students exit the classroom for their guided tours, **ALL chaperones are welcome to rejoin the students for the tour.**
5. To maximize the learning environment, younger siblings of students are not allowed to enter the classroom during the field trip.
6. The teacher will be busy managing many details, **so please help by actively supervising and assisting the students to ensure appropriate behavior at all times. This includes accompanying children at the seawater touch pool and actively assisting students to assure live animals are handled safely.**

Please read the following summary of rules so you can remind students if necessary. **If you have repeated difficulties with students, bring your group to the teacher to resolve the problem.**

-
- Students need to be respectful, listen quietly, and follow the instructions of the instructors and chaperones.
 - Students need to stay with their chaperones while in the Seymour Center and outdoors.
 - Students and chaperones need to be wearing nametags clearly visible at all times.
 - Long Marine Lab and the Seymour Center are research and education areas. Students need to be well-behaved. No running, loud voices, or horseplaying inside or outside.
 - Chewing gum, eating, and drinking is not allowed indoors. Put all trash and crumbs in garbage cans.
 - Living animals need to be handled carefully, according to the instructions of the person in charge.
 - Walk only on walkways, not in the native plant gardens.
 - Please do not climb or pull on any portion of the blue and gray whale skeletons.
 - Use books or clipboards as writing surfaces. No writing against walls, windows, exhibits, or aquaria to prevent damage.
 - If you have a question, please ask one of the Seymour Center volunteers or staff wearing a blue shirt.
 - Students may enter the *Ocean Discovery Shop* only if the teacher has given permission. **Students must be accompanied by a supervising adult while in the gift shop (No more than six students in shop at one time, please).**