

Field Trip Paperwork

A hard copy of this page and Field Trip ID tags are required upon arrival.



School:
Date of Visit:
Primary Teacher Name:
Phone Number on ID Tags:

Parking and Check-In Instructions:

Fall: Sept-Feb

School groups are expected to park in the far east end of the zoo's main parking lot. In order to reduce congestion, bus drivers must drop off and pick up students at the far east end of the main parking lot. The group will walk along the sidewalk to the main entrance and check in at a window as directed.

Spring: Mar-May

School groups are expected to park in the north parking lot. Buses will enter at the east end and park at the west end. Please follow all directions from zoo staff. Please stay on your bus until a staff member can check you in, then you will be directed into the zoo.

Please inform your bus driver where to park and unload students.

Chaperone and Teacher Contract

Please read and initial each statement.

_____ As a group leader, I accept full responsibility for the actions and behavior of my students and chaperones during our zoo visit. I will ensure that each chaperone is aware of, and enforces, the zoo rules. I realize that this is important in order to assure the safety and well-being of the animals, visitors, and staff of Utah's Hogle Zoo.

_____ As a group leader, I will provide and ensure that a field trip ID tag will be worn by each member of my group, regardless of age. I am aware that each nametag must have the school's name, teacher's name, and group leader's phone number clearly printed and visible on every tag. If nametags are not present upon arrival, I understand the group will be denied entrance.

_____ As a group leader, I will provide and ensure that 1 adult non-student chaperone will remain with their 5 students at all times, regardless of age. If I do not provide the required number of chaperones, I am aware I will not receive free admission.

_____ I acknowledge that any extra children, such as siblings, or extra adults will need to purchase their own admission tickets.

_____ As a group leader, I understand that failure to follow these policies will result in corrective action, which may include loss of free admission for your school for a minimum of one year and/or escorting the offender(s) off zoo grounds.

Exact Totals on Date of Field Trip

Every 5 students need 1 chaperone for the group to be admitted. Teachers are included as part of the chaperone count. The exact chaperone number will be based on the number of students present on the day of your visit. Extra chaperones will need to purchase admission tickets. Late arrivals will not be accommodated.

Exact Student Total: _____

Exact Chaperone Total: _____

Further Reading

General FAQ: <https://www.hoglezoo.org/faqs/>

Exhibit Information and Map: <https://www.hoglezoo.org/exhibits/>

General Zoo Rules (including items not allowed): <https://www.hoglezoo.org/rules-regulations/>

Detailed information and recommendations:

- All parking instructions are subject to change based on weather. While guidelines are generally correct, an especially warm fall or winter day or an especially snowy spring may lead to the zoo needing to make last minute decisions on parking. When instructions do change, we will post signs at the entrance of the parking lot. If you are coming early in the fall or spring, or if the weather seems atypical for the time of year, please keep a close eye out for signs as you are arriving to know if our parking situation has changed.
- All field trip participants, regardless of age, must wear an ID tag that must remain visible at all times. ID tags must include the school's name, the name of a teacher who is present on grounds, and a phone number for the present teacher that can be reached in case of a lost or unruly student. Please choose a nametag type that is not easy to lose so that students will have their tag for the duration of their visit. An excess of lost name tags can result in corrective action as noted on your contract.
- For lunch, you are able to use any outdoor picnic tables. Please do not bring outside food into indoor eating areas. Options for bringing in lunch include but are not limited to: leaving lunches on your bus and sending a few representatives to collect it at lunch time, having each child carry their own lunch in a backpack so their group may stop and eat at their convenience, or bringing lunches in with you as you enter.
- Please clarify all meeting places and times with your groups before you enter the zoo, we do not have a PA system or any other way to provide information to your groups.
- Please emphasize with your chaperones the importance of respecting the zoo, the animals, and our grounds on your trip. Please pick up and throw away all trash. Please do not feed the animals or otherwise disrespect their homes by yelling, tapping on glass, or throwing things. Please do not climb on any fences or barriers.

We look forward to having you join us on your field trip. If you have any questions, please feel free to email us at schoolreservations@hoglezoo.org or call our main guest services office at 801-584-1700.