

HILLS ALIVE

Outdoor Science School



Brought to you by the



Puente Hills Landfill
Native Habitat Preservation Authority

Teachers Packet



Hills Alive Program Application

Basic Information

School Name: _____

Address: _____ City: _____

Zip: _____

School Phone: _____ School Fax: _____

District: _____

Coordinating Teacher Name:

Cell Phone: _____ Email _____

Grade Level: ____ Track _____

Program Selection:

____ Kindergarten, "Trees are like me" How many students? _____

____ First Grade, "Got to have a Habitat" How many students? _____

____ Second Grade, "Cycles in Nature" How many students? _____

____ Third Grade, "Adaptation Stations" How many students? _____

____ Fourth Grade, "History's Harvest" How many Students? _____

____ Fifth/Six Grade, "Ecosystem Exchange" How many students? _____

Number of Teachers and Chaperones: _____

Requested Dates(s): Monday /Wednesday /Friday/Saturday only

1st Choice: _____ 2nd Choice: _____ 3rd Choice: _____

Transportation Payment:

We are proud to sponsor a limited number of schools and non-profit organizations.

___ Check Here if you are applying for transportation sponsorship

Please note: The field trip serves no more than 75 and no less than 45 students per trip.

Educational Goals

What are your educational goals for your students?

How will you integrate the Hills Alive program into your classroom curriculum?

How will you and your students document this experience? (Writing, journals, poems, photos, drawings etc.)

How will you share this documentation with Hills Alive?

What other field trips will the students participate in this school year?

We also require the following from cooperating schools (*please initial*):

___ Completion of the request for prior approval transportation form

___ Confirmation policy and liability releases (provided after acceptance)

___ At least 45 children to participate in sponsored programs

___ Completion Post Evaluations and Follow up (Every teacher must complete evaluations and post programs surveys in order for the school to be eligible to receive the sponsored program in subsequent years)

Evaluating the Program

Each participating teacher must choose a method that they will document and share follow-up evaluation results with Hills Alive: *(select 2)*

___ Submit official teacher evaluation form

___ Submit at least 5 "Thank you" letters

___ Submit at least 10 Photographs

___ Submit official student evaluation form

Please Initial

_____ have read and agree to the Hills Alive terms and conditions.

Sign: _____ Date: _____

Applications may be submitted by mail:

Habitat Authority
7702 Washington Blvd. Suite C
Whittier Ca 90602

By Email: HillsAlive@habitatauthority.org
By Fax: 562 945-0303

Please allow 14 days to receive notification.



Thank you for your reservation! We will confirm soon.



Hills Alive Field Trip Transportation Request for Prior Approval Form

Submit this form to Helen Cohen via fax (945-0303)

Teacher _____ e-Mail _____

School _____ Phone _____

Today's Date _____

Program: _____

Hike Date(s): _____ Number of Students _____

Estimated Expenses:		
Estimated total to be reimbursed by Habitat Authority office	\$	\$

Grand Total	\$
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Principal/Assistant Principal /Date _____

Habitat Authority signatures below this line

Habitat Authority Coordinator/Date _____

Habitat Authority Director/Date _____



Hills Alive School Hike Policies

Adult Supervision:

Minimum, one adult for every ten students.

Cost:

Tours are free to all school groups.

Advance reservations are required.

Arrival:

Tours can be scheduled between the hours of 9:00am to 10:30am.

Must Haves:

Appropriate outdoor clothing.

Comfortable walking shoes.

One water bottle for each student.

Healthy snack for each student

Cancellation:

To cancel in advance of the date scheduled, or if there is a change in the number of students coming on field trip, please call by 8:30 a.m on the day of the hike.

There are no indoor facilities for groups. Hikes are canceled in the event of heavy rain. If the weather is uncertain, call The Habitat Authority, before leaving school.

The Habitat Authority office - 562-945-9003.



Hills Alive School Hike Guidelines

Habitat Authority land is an open space preserve where plants and wildlife are protected. Therefore, groups must ensure that their members are considerate of other visitors and adhere to behavior guidelines. All Students must follow school behavior rules in addition to the following. Guidelines will be reviewed before hikes. Failure to comply with these guidelines will result in group dismissal.

1. Stay on the trail at all times.
2. Walk don't run.
3. Put all trash in trash receptacles.
4. Do not feed or touch the wildlife.
5. Do not climb on or throw rocks.
6. Leave all plant materials as you find them, whether they are growing, or fallen.
7. Do not climb or hang from the trees.
8. Leave all logs and rocks in place, and do not disturb the creatures that live under them.
9. Always remain within visual contact of an adult.
10. Treat all living things with respect, including other visitors.



Hills Alive School Fieldtrip Liability Wavier

DATE: _____

CLASS/GROUP NAME:

INSTRUCTOR/GROUP LEADER:

TOTAL ATTENDING:

Release of Liability, Medical Disclosure. Right to Use Photo

I hereby release and discharge and agree to indemnify and hold harmless the Puente Hills Landfill Native Habitat Preservation Authority (Authority), its constituent members, Directors, Officers, employees and agents, from and against all claims, demands, actions, and/or judgments for death, personal injury and/or damages to property which may be sustained as a result of my participation, or my child's or children's or ward's participation, in the activity or activities to be conducted on Authority property, which is defined as property owned or managed by Authority.

This release is in partial consideration for permission granted by Authority to participate in the activity or activities. I understand that Authority does not provide any form of compensation, insurance or benefits for activity participants.

I acknowledge that Authority does not have medical personnel on the property and I agree if participant or I have a medical condition that requires or may require medical attention, participant or I will engage in the activity or activities at my/his/her own risk.

Authority may take pictures of this activity or activities. I agree that Authority may use my or participant's likeness in Authority brochures, educational and interpretative materials.

I have read this form and understand its terms and agree that I have voluntarily signed it with full knowledge of its content and meaning.

Parent/Guardian must sign for children under 18 years old

Signature

Participant Name

Address

Phone



Hills Alive Field Trip Teacher Guidelines

Prior to the Field Trip:

- Explain to the students where they are going and why.
- Spend time explaining behavior expectations to the students, and consequences.
- Choose which students will be with which chaperones.
- Give the chaperones the teacher's cell phone number, the number of the school and the other chaperones' cell phone numbers in case of emergency.
- Be sure all chaperones should clearly understand their disciplinary duties and stay with the students during the field trip, see Chaperone Tips* below.
- Give the chaperones a schedule for the day.

During the Field Trip:

Note that it is the teaching staff that is ultimately responsible for the safety and behavior of all children participating in the trip.

- Ground rules should be restated before your students begin their tour and activities.
- Discipline is the responsibility of the teacher and chaperones.
- Explain to your students that appropriate, orderly behavior is expected during their visit.
- Use simple rules of respect for preserve resources and courtesy toward each other.
- All plants, minerals, and animals, are protected by law and should not be disturbed.
- Remind students they are to listen to and obey the educational staff and chaperones.
- Make sure students know they can ask questions.
- Encourage students to interact respectfully with nature and Preserve staff when appropriate.

Chaperone Tips:

Assign chaperones a group of 10 children. Let them know they are expected to assist with safety and discipline and must participate in all activities. Ask them to keep in mind that along with the teacher they are to assume responsibility for the safety and behavior of the group. Part of this is keeping the children together at all times. Develop specific objectives for the trip and share ways chaperones can support the learning opportunities offered. Invite Chaperones to talk with your group about what they are experiencing, ask questions to extend the children's thinking, and help to position children in ways that enable everyone to be involved as meaningfully as possible. If snack is served on a field trip, have chaperones assist you with distribution and clean up. They may take pictures as long as it does not interfere with your ability to supervise and support the group of children. Keep in mind the teaching staff is ultimately responsible for the safety and behavior of all children participating in the trip.