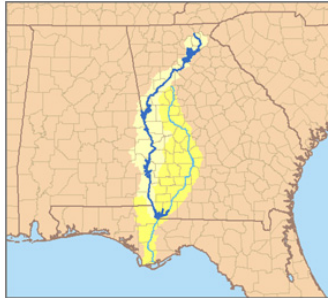




Dear Teacher,

The Chattahoochee Nature Center is excited to welcome you and your students to your onsite program and our Interpretive Center (Discovery Center) for the Chattahoochee River Watershed!



There's nothing else like it! More than a museum or science center, the Discovery Center is a portal of information to the Chattahoochee River Watershed. The Discovery Center goes one step beyond interpreting the watershed, we immerse you in it. From the forests to the wetlands to the river, students will discover what makes the Chattahoochee River Watershed so unique. We have extended our programs to **1 hour and 45 minutes** to enable you and your students an opportunity to experience this new venue.

The Discovery Center features:

- Engaging interactive exhibits
- Live native animals
- Chattahoochee River Resource Gallery
- The Nature Exchange

Also, on the property is a series of Woodland Terraces and Gardens that connect the Discovery Center to the new Discovery Pavilion. The Pavilion will provide an ideal outdoor space for school programs, festivals, and community events. You will notice that many of the raptor aviaries, the beaver exhibit, the butterfly gardens, the picnic tables, and all six hiking trails are accessible for your group to use after your program.

Please feel free to contact us if you have any questions before the date of your visit. Thank you for booking a program with us this year!

Sincerely,

Tom Howick
Director of Education
770-992-2055 x235
t.howick@chattnaturecenter.org



On-Site School Programs Pre-Visit Teacher's Information

This information is part of our effort to provide a quality program and an enjoyable experience for teachers and students. As the lead teacher, please take a few minutes to review this information and share with your team teachers, chaperones, and students.

Before your visit:

- Please read your confirmation letter carefully and ensure that all information is correct.
- Please make and distribute copies of this Pre-Visit Teacher's Information and Code of Conduct that are included in this packet to *each* teacher who will be assisting with your trip.
- Collect field experience permission slip and student health form.
- **Health forms** – we encourage each teacher to have a copy of each student's health form to be informed of any medical concerns during the trip (e.g., allergies such as insect stings & asthma). Please refer to our example in this packet... **we will not see any of this information** – only used for the teacher's reference in case of an emergency during the trip.
- Familiarize yourself with the property map and driving directions. Please share this information with the other teachers and your bus drivers.
- Notify the CNC scheduling office of any students with special needs such as physical impairments, learning disabilities, or those students who do not speak English. Prior notice allows us time to prepare and ensures a great program for all your students.
- Please arrange for chaperones to join your class. Our maximum class size consists of 28 students and 5 adults. If you have a large group, please divide your students into smaller groups of 28 prior to your arrival. Please note, siblings are not allowed to participate in our school programs.

On the day of your visit:

Program Times are from 9:45 am to 12:15 pm or 10:00 am to 12:30 pm

All programs start on time and late arrivals will result in a shortened program time.

- Plan to arrive at least 15 minutes prior to your program start time.
- Bring the driving directions with you and share them with the bus driver. Please be sure you understand them before leaving the school.
- Have the exact number of participants (teachers, school staff, students, and chaperones) ready when you check-in at the scheduling office.
- Ensure that each teacher brings a signed copy of the Code of Conduct for his/her students.

- Upon arrival, our lead naturalist will meet your lead teacher and assist you in checking-in at the scheduling office with participant numbers and to complete payment. Please have the bus driver proceed directly to the bus parking area to unload and turn off the bus engine. The students should line up in their groups (28 maximum) by the colored cones.
- **Payment:**
 - Balance, minus the deposit, will be due upon arrival
 - We accept checks made payable to CNC. We also accept Visa, Master Card, Discover, and American Express
 - All programs are scheduled for a minimum of ten paying students. If your number drops below ten, you will be required to pay for 10 students
 - **We require that one person check in and pay for the entire group and must use one form of payment**
- Please make sure that all students and adults wear clothes and shoes that are appropriate for hiking and for the anticipated weather forecast. **Programs will be conducted rain or shine and most of the program will be conducted outdoors.**
- Your Naturalist(s) will meet your group to begin your program at the scheduled start time and check in with each teacher to see if we need to be aware of any medical concerns of any participants during your visit at the Nature Center.

How much time should I plan for our visit?

- Please allow 15 minutes to unload busses
- 1 hour 15 minute naturalist lead trail program of your choice & animal demo
- 30 minute lower gallery time in the Discovery Center
- 15 minute break (optional)
- 30 minute self-guided of our wildlife aviaries & grounds and/or lunch in our picnic area (optional)
- 15 minutes to reload busses

Remember to allow extra time for bathroom breaks, snack or lunch, a Nature Store visit (Discovery Center).

If you arrive late at the CNC, your program may be shortened. Due to our staffing schedule, all programs must end at the scheduled time. Your students would then be free to continue with the self-guided tour at their own pace. ***If you know that you will be arriving late, please contact our scheduling office at 770-992-2055 x237.***

What if our schedule changes?

- Please inform the scheduling office if the number of students participating increases or decreases. This allows us to be properly staffed for your program.
- Please contact our scheduling office of any changes to your class size, program start time, or program topic. Changes can be made until **two weeks** prior to your program.
- There are no fee adjustments for late arrivals. Programs begin and end as scheduled.

Cancellation Policy: All programs take place rain or shine. An alternative curriculum is planned in the event of inclement weather. Programs may be rescheduled if space is available, or canceled up to **four weeks** before your originally scheduled date. **It is the responsibility of the scheduling teacher to inform the Chattahoochee Nature Center scheduling office 770-992-2055 x237 or scheduling@chattnaturecenter.org in order to do so. Your deposit will be forfeited for cancellations without at least four weeks notification in writing.** If a request for a change can be accommodated, a revised Confirmation Letter will be sent. Keep it! It replaces your previous confirmation letter.

After your program:

- We value your feedback, please fill out the evaluation form given to you at the conclusion of your program and return it to your Naturalist or by mail.
- Bring your lunch and enjoy a picnic on our grounds. Picnic tables are available for snacks or lunch on a first come first served basis.
- Visit the Nature Store in the Discovery Center! We have a great selection of nature-themed items ranging in price from 50 cents to \$5.00. For your classroom, we have an excellent selection of children's and reference books. Teachers always get a 10% discount on books and classroom materials. We are also happy to special order.
- Use your CNC map to further explore our hiking trails and animal exhibits on your own.

Example for the teacher to use on the trip... CNC will not see this information...only for the teacher to have while on the trip away from school...in case of an emergency.

Field Experience Health Form

Trip Date __ / __ / __

Participant Name: _____
Last First

Age: ____ Sex: F / M

Home Address: _____ City: _____ State: ____ Zip: _____

Family Physician: _____ Office Phone: () _____

Insurance Company: _____ Policy # / ID #: _____

Parent/Guardian: _____

Wk Phone: () _____ Cell Phone: () _____

Home Phone: () _____

Health History

1. Check all allergies participant may have and briefly describe the reaction:

- Insect stings/bites _____
- Asthma (allergy induced) _____
- Food (wheat/nuts) _____
- Penicillin _____
- Other _____

Check below if participant currently has or has had any of the following:

CONDITION	Past	Currently Has
Heart Defect/Disease	<input type="checkbox"/>	<input type="checkbox"/>
Diabetes	<input type="checkbox"/>	<input type="checkbox"/>
Epilepsy	<input type="checkbox"/>	<input type="checkbox"/>
Asthma	<input type="checkbox"/>	<input type="checkbox"/>
Other: _____	<input type="checkbox"/>	<input type="checkbox"/>

In an emergency, please notify: Check here if same as above.

Name: _____ Relationship: _____

Work Phone: () _____ Home Phone: () _____ Cell Phone: () _____

Home Address: _____

City: _____ State: _____ Zip Code: _____

Health History, Continued

2. Complete the following:

a. Are there any specific activities to be encouraged, limited or avoided? YES NO

If yes, please

explain: _____

b. List current medications (please send with directions to be administered during trip):

c. I give permission for me/my child to be administered the following as needed for minor discomfort while on the educational field trip: (check all that apply)

Tylenol Advil Cough drops Sudophin Antacid

Other: _____

d. Do you/your child have any special dietary considerations? YES NO

If yes, please provide detailed information:

e. Provide any other important health related information about yourself/your child:

Read and sign the following:

This health history provided in this document is correct so far as I know. I understand that participation in this field trip and classroom activities is entirely voluntary. I understand that the field trip may involve: hiking and other outdoor activities. I know and understand the risks and dangers involved in the above-named activities and I know and understand that unanticipated dangers might arise. Field trip staff will do everything possible to minimize potential hazard or risk.

Parent/guardian signature or adult participant signature

Date



Code of Conduct

The staff of the Chattahoochee Nature Center is delighted to be able to provide an extension of your classroom experience using hands-on interactive Life Science learning! In order to ensure that your day is educationally valuable as well as enjoyable, we ask that you share the following information with your students and chaperones! At the beginning of your program, this contract will be collected by your lead naturalist. Each teacher must bring a signed contract from his or her class on the day of your visit!

- While visiting the Chattahoochee Nature Center, we will stay with our adult chaperones at all times.
- We will be polite and respectful of our fellow classmates, our teacher and adult chaperones, our naturalist and other visitors that may be enjoying the nature center.
- We will *walk* through the Nature Center; we will be respectful of the animals that live there. We will keep our voices at a low level around the animals as they have very good hearing and it is not polite to shout.
- We will be careful while touching the displays in the Discovery Center and use crayons and pencils only on note paper.
- When we meet a live animal, we will listen to the naturalist's instructions regarding appropriate behavior.
- We will not eat, drink, or chew gum during our program.
- We will not feed any animals at the nature center – wild or captive.
- If we have questions, we will ask a naturalist at an appropriate time.

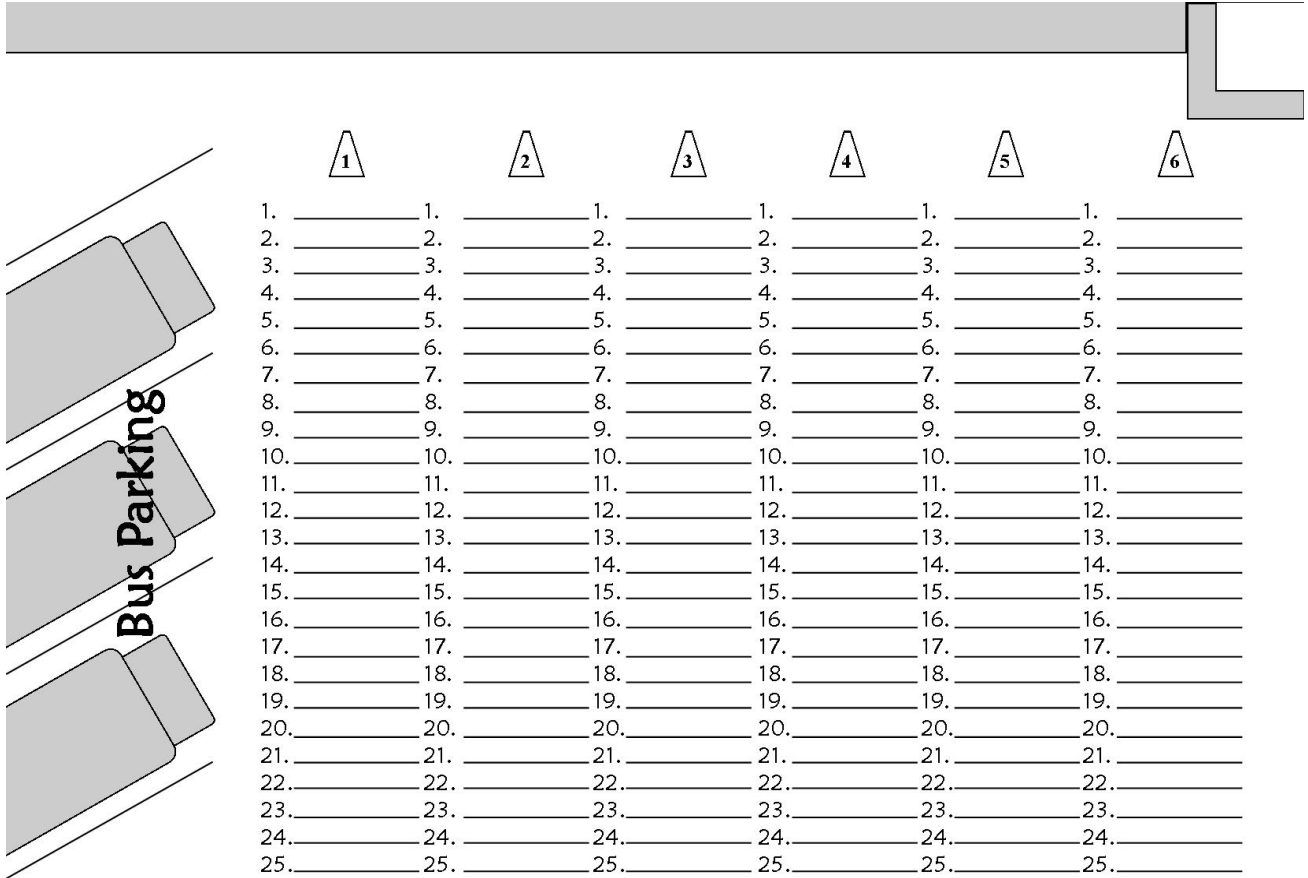
Teacher / Group Leader

I have read this contract to my group and accept responsibility for their behavior while visiting the Nature Center. I understand that the naturalist may choose to alter or end the program if my group disregards this contract.

Signature _____ Date _____

School Name _____

If you have a large group, please divide your students into smaller groups of 28 prior to your arrival. The students should line up in their groups (28 maximum) by the colored cones.



Driving Directions

The Chattahoochee Nature Center is located on Willeo Road off Azalea Drive. **We are not affiliated with the National Park Service Chattahoochee River National Recreation Area (CRNRA) or the Chattahoochee River Park on Azalea Drive (City of Roswell).** Please keep in mind the volume of traffic in the north metro area when planning your arrival or departure times. **Feel free to call the scheduling office at 770-992-2055 x237 if you need further assistance with directions or estimated travel times.**

From Roswell Road (U.S. 19)

Driving north on Roswell Road from Atlanta or I-285. At the first traffic light after crossing the Chattahoochee River turn left onto Azalea Drive. At the second traffic light turn left onto Willeo Road. CNC is located half a mile on the right.

From GA 400 Northbound

Exit on Northridge (exit #6) and bear right back over the expressway. Immediately after crossing over 400, turn right onto Dunwoody Place until it intersects with Roswell Road (1.2 miles). Turn right onto Roswell Road. At the first traffic light after crossing the Chattahoochee River turn left onto Azalea Drive. At the second traffic light turn left onto Willeo Road. CNC is located half a mile on the right.

From GA 400 Southbound

Exit Northridge (exit #6). At the top of the ramp is a traffic light. Travel straight through the traffic light onto Dunwoody Place. Follow Dunwoody Place until it intersects with Roswell Road (1.2 miles). Turn right onto Roswell Road. At the first traffic light after crossing the Chattahoochee River turn left onto Azalea Drive. At the second traffic light turn left onto Willeo Road. CNC is located half a mile on the right.

From Marietta and All Points West

Take Highway 120 (also called Marietta Highway or Upper Roswell Road) east towards the City of Roswell. Cross Johnson Ferry Road and travel approximately four miles to Willeo Road. At the traffic light turn right onto Willeo Road. CNC is located one mile on the right.

Chattahoochee Nature Center

9135 Willeo Road, Roswell, GA 30075 • (770) 992-2055 • www.chattnaturecenter.org

If you enjoyed your visit at the Nature Center today, please stop by the admissions desk and ask about the benefits of becoming a member!

MAP KEY

- ① Discovery Center
- ② Butterfly Gardens
- ③ Beaver Habitat
- ④ Raptor Aviaries
- ⑤ Bald Eagle Aviary
- ⑥ Lakeside Pavilion
- ⑦ Georgia's Living Wetlands



Please do not feed wildlife.

Where Nature Comes Alive!

Explore Our Trails

Stone Cabin Trail

Yellow Blazes - 0.23 Miles

Points of Interest:

Stone Cabin and shaded picnic area.

Provides great views of Beaver Pond.

Beaver Pond Trail

Green Blazes - 0.16 miles

Points of Interest:

Look for turtles sunning on fallen logs in the pond.

Locate stumps of trees chewed by beavers.

Kingfisher Pond Trail

Blue Blazes - 0.26 miles

Points of Interest:

Views of Kingfisher Pond and the bald eagle aviary from across the water. Look for large Gneiss

(pronounced NICE) boulders along the trail.

Homestead Trail

Orange Blazes - 0.28 miles

Points of Interest:

Remnants of an old home that dates back to the late 1940s. Look for the original chimney and the old road that leads to the cabin.

Forest Trail

Red Blazes - 0.31 miles

Points of Interest:

Reaches the highest point on CNC property.

At the highest point is a gravesite of the Kelpin family who once owned a homestead in the area.

River Boardwalk Trail

Purple Blazes - 0.5 miles

Points of Interest:

Amazing views of the Chattahoochee River

Platforms overlooking wetlands

Bottomland forest and marsh habitat for frogs,

salamanders, muskrats, beavers, red-winged

blackbirds and great blue herons.

1 Discovery Center

Connect with other organizations upstairs in the River Resource Gallery. View native plants and relax on the green roof terrace. Learn about our three watershed habitats in the Explore Your Watershed interactive exhibit gallery located downstairs. Trade natural items and learn about all things nature downstairs in the Nature Exchange!

2 Butterfly Gardens

The Bonnie Baker Butterfly Garden is a wonderful place to see many of the butterflies found in the Atlanta area. They are attracted by a large selection of both native and non-native plants that represent the food plants for the caterpillars and the nectar sources for the adult butterflies.

3 Beaver Habitat

The Camille Creamer Beaver Habitat is a unique aquatic exhibit that allows you to view the Nature Center's resident beaver at play and at rest within the safe quarters of the pond. These industrious fascinating creatures are a delight for children and adults alike!

4 Raptor Aviaries

Come face-to-face with hawks, owls and vultures that call the Nature Center home. The birds here have been injured or imprinted and cannot return to the wild. Now they help fulfill the education mission of the Nature Center.

5 Bald Eagle Aviary

Majestic and breathtaking to behold, the bald eagles are the Nature Center's largest resident birds of prey. These avian wonders are a highlight of any visit to the Nature Center.

6 Lakeside Pavilion

The Ben Brady Lakeside Pavilion offers a place to relax, gather and meet with friends, family and the community. This open air pavilion is an ideal outdoor space for festivals, student programs and community rentals.

7 Georgia's Living Wetlands

The Wetlands Trail will take you on a journey through five different types of Georgia wetlands, including a mountain bog, a Piedmont flood plain, the Okefenokee Swamp, a pitcher plant herbaceous bog and a longleaf pine/wiregrass community.