

## **TEACHER INFORMATION FOR ON-SITE BOOKED PROGRAMS**

### **ARRIVALS:**

Buses will not be charged parking fee; however, personal vehicles will be charged \$2.00 (CASH only) per vehicle. (Parking fee charged May 1<sup>st</sup> to Labour Day weekend)

### **In-Town Schools/Homeschool groups:**

Your Zoo admission is covered by a joint-use agreement with the City of Saskatoon.

(Most schools are covered, if unsure; please call the Zoo directly at 306-975-3192). Homeschool groups are required to show proof of homeschool registration (a letter is fine).

-Please meet at the south entrance (parking lot side) of the Affinity Learning Centre (NOT the front entrance to the Zoo).

### **Out-of-town Schools:**

You are required to pay Zoo admission over and above your program fee. This MUST be paid PRIOR to your program.

-Teacher or parent helper is to proceed to the Zoo entrance and pay for the entire group. Ensure you get a receipt. You will need to show your interpreter that you have paid your zoo admission.

-2018 Zoo Admission Fees:

Adults: \$12.50; Youth (ages 6-18): \$7.50; 5 and under are free

The City of Saskatoon (Zoo) takes 50 cents off each fee for groups of 6 or more

-The remainder of the group will proceed to the south entrance (parking lot side) of the Affinity Learning Centre and meet your interpreter there.

Map to Affinity Learning Centre:

[https://www.saskatoonzoosociety.ca/wpcontent/uploads/2016/05/Affinity\\_map.pdf](https://www.saskatoonzoosociety.ca/wpcontent/uploads/2016/05/Affinity_map.pdf)

### **GROUP SIZE AND PARENT HELPERS:**

We accept one class per booking (MAXIMUM of 30 students). Please note: we are aware that some classes are larger than 30 students. If this pertains to you and is only ONE class, please email us to see if the program can make accommodations for a larger number ([info@saskatoonzoosociety.ca](mailto:info@saskatoonzoosociety.ca))

Parent helpers are welcome. Please follow these guidelines:

Pre-school to K groups: 1 adult for 4 children (maximum of 6 adults per group)

Grade 1 to grade 6: 1 adult for 7 children (maximum of 4 adults per group)

Grade 7 and up: The teacher and 1 adult (up to a maximum of 4 if preferred)

Note: these are only guidelines, our classroom has only so much space. If your class requires more supervision support, additional adult helpers may assist with the OUTSIDE portion of your program if applicable. INDOOR programs must follow the maximum limits please due to student safety.

### **PICTURE/VIDEO USE:**

-Students are not allowed to use video or audio recording devices when the Zoo Society is conducting a class.

-You may assign ONE adult to take photos (please ensure that the interpreter is not interrupted during their presentation). If the program goes into areas where photos are not allowed, the interpreter will

inform the leader.

-NO video allowed

-The Saskatoon Zoo Society reserves the right to post pictures on its social media pages, in print advertising and on the Saskatoon Zoo Society and the City of Saskatoon websites. No names will be published.

### **CLOTHING:**

-Please ensure students are dressed for all weather conditions. Some programs are completely indoors, but others combine indoor and outdoor activities. We do not cancel unless weather is severe or buses are not running.

-Closed-toed shoes are a must for participants.

### **FOOD AND DRINK:**

-If your group is bringing a snack or lunch, please ensure a waste-free snack as much as possible.

-Indoor facilities to eat snacks or lunch are not guaranteed (unless part of the program). You must request each time you book a program. Due to the busy schedule in May and June, groups have to snack or eat outdoors.

-If staying over lunch and you are coming out during the season when Buckeye Cafe is open (April to October), it is advised that you email your order to Buckeye Cafe in advance if you wish to purchase food (buckeyecafe@saskatoonzoosociety.ca)

-ABSOLUTELY NO FOOD AND DRINK ARE ALLOWED IN CLASSROOM #1 AND #2 OF THE AFFINITY LEARNING CENTRE (unless for the Zoo animals and given by the interpreters or zookeepers).

### **BUSES:**

-Booking and paying for buses is your responsibility.

### **PAYMENT/CANCELLATIONS:**

-The Saskatoon Zoo Society prefers payment PRIOR to the program date. You will receive an emailed invoice. If you have not received an invoice at least one week prior to your booking date, please call us at 306-975-3395. Receipts will also be emailed.

-We do not cancel programs unless a situation warrants (animal emergency, severe weather, school buses not running, etc). We currently accept re-scheduling programs with advance notice (24 hours is appreciated).

-THERE WILL BE NO REFUNDS GIVEN if an interpreter is waiting for a program and the group has not cancelled or re-scheduled.

-ALL WEEKEND PROGRAMS (if staff available) MUST BE PREPAID.

### **SPECIAL NEEDS:**

Please inform us of any of the following:

1. Learning Disabilities that you think we should be aware of to ensure the program meets your students' needs
2. Physical Disabilities: our classrooms are wheelchair accessible. Please inform us if you have many students in wheelchairs so we can book a larger classroom for your group.
3. Medical Concerns (including allergies): Please be aware that students could come into contact with the following allergens while at this facility – feathers, dust, pollen, hay, straw, seed and nuts – including peanut butter. REMINDER, we are scent-free!

4. Behavioural Issues: we strive for a safe environment for all our participants as well as our animals. However, our staff is not trained to accommodate every special need, nor can our animals handle all behaviours. To ensure our programs are safe for all participants and our animal collection, please feel free to call us to discuss any special need that you feel may impede the enjoyment of the program for all.

**FACILITY GUIDELINES:**

- Please be quiet around the animals and when the interpreter is speaking
- Teachers and adult helpers are responsible for ALL classroom management while at our programs. Disruptive students are asked exit the classroom to have a quick time-out if required to ensure safety around our animals.
- Scents: We are a scent-free facility (please ensure all people in your group are aware of this)
- Remain with your interpreter and on all pathways in the facility (if applicable)
- Please ensure your group cleans up after you are finished (if having snack or lunch in classroom):
  - stack chairs in groups of 6 when finished
  - clean tables with vinegar water and cloth supplied at sink
  - recycle when possible (please wash out all items first and place in grey bus bin located at sink)
  - ensure all garbage is placed in receptacles
- Ensure all cell phones are off or muted during our programs