

## CHAPERONE INFORMATION

Thank you for volunteering to assist your group's visit to the Aldo Leopold Nature Center! Your role as chaperone is an important responsibility and is essential to creating a positive experience for all.

### WHAT TO EXPECT?

The Aldo Leopold Nature Center in Monona is an accessible building. A paved path connects our bus parking lot to the building. Many of the unpaved trails are either gravel or grass and are on level ground and shouldn't be a problem for most wheelchairs/strollers with more rugged wheels. ALNC's programs take place rain, snow, or shine, and approximately 2/3 of the program is outside, so please dress appropriately. If you have students that do not have proper clothing, please let us know as ALNC has a supply of outdoor gear available for loan.

### PLEASE DISCUSS THE FOLLOWING QUESTIONS WITH THE TEACHER OR LEADER AS YOU PLAN FOR THE FIELD TRIP:

- What is the date and time of departure for the field trip?
- Are driving directions and parking information available?
- How many students will be in your group? Do any of them have special needs that you need to be aware of?
- Should I pack a lunch?
- What are the behavior expectations during the field trip? What should be done if they are not being followed?

### HELPFUL TIPS FOR GROUP MANAGEMENT

- When you arrive at ALNC, meet at the **bus parking lot** to help assemble students into groups as directed by the lead teacher. Each group will be led by an ALNC Naturalist who will set guidelines to follow.
- Get to know the names and personalities of the students in your care, and make sure they also know your name.
- Establish a positive rapport with your group, but ensure that they know you will enforce the behavioral expectations reviewed by the teacher/leader.
- Stay with your assigned students at all times. Make sure that they know they are not to leave you.
- Model respectful behavior. Avoid becoming engaged in distracting side discussions with other chaperones.
- Give the students every opportunity to answer questions and engage with the program materials independently.
- Encourage respect for nature and foster observational skills.

### OTHER INFO TO KNOW

- ALNC has a first aid kit at the front desk in the lobby.
- ALNC facilities and grounds are smoke free. Refrain from smoking or chewing tobacco during the trip.
- Restrooms are located inside the nature center building. If a student needs to use the restroom while outside, please check with your naturalist in case there is a planned stop in the next few minutes.
- **Siblings** are allowed at the discretion of your school and teacher. If our instructors feel that younger children are affecting the quality of the program for the other participants, you may be asked to step away from the group.
- Silence your cell phone as a courtesy to others and to keep distractions to a minimum. If you must take a call or look at your phone, please step away from the group briefly.
- Help students find garbage bags and trash cans, especially if your group is eating lunch outside.

Thank you for helping to make this a great experience for your students!

*"Teach the student to see the land, to understand what he sees, and enjoy what he understands." – Aldo Leopold*

## DIRECTIONS TO THE NATURE CENTER

**Address:** 330 Femrite Drive, Monona, WI 53716

**Directions:** Take the Beltline (Hwy 12-18) to Monona Drive. Exit at Monona Drive and continue through the Monona Drive/Broadway Street intersection. Turn East (right) onto Femrite Drive and pull into the driveway on the North (left) side of the street. Park in the first lot on your right marked “Bus Parking.” **Please pull ahead to allow room for other buses behind you.**

**Please note, ALNC has a “No Idling” policy and we ask that visitors and bus drivers turn off their vehicles when dropping off, picking up, or parking in our lots.**

**Please park in the large bus parking lot indicated on the map.**



Bus and Chaperone parking  
and Student Drop-off



Handicap Bus Drop-off ONLY

**Naturalists will meet your group at the bus parking lot upon arrival.**

Chaperones should park on the left hand side of the bus parking lot on our environmentally friendly pavers (the grassy area), or on the right side of the road.