

Eco Explorations Scheduling Application Instructions

How to sign up for a Trip:

- ✓ **Reservations:** Please fill out and submit a Scheduling Application to reserve a date for your field trip. You may call ahead to pencil in a date for your field trip; however, without the scheduling application, groups will not be considered “confirmed” and the requested dates may not be officially reserved.
- ✓ **Group Information:** To expedite the scheduling of your trip(s), we need all of the information requested on the form.
- ✓ **Date(s) and Times:** Please be flexible about the date of your trip(s). On the application, please indicate several preferred dates as well as dates that you are not available. We will do our best to accommodate you.
- ✓ **Fees and Times:**
 - **Fees** are \$9.00 per student and are based on the number of students registered two-weeks before the scheduled program date or the number of students who participate on the day of the program, whichever number is greater. There is no fee for chaperones or teachers.
 - **Discounts** are available for Public Schools and are based on the percentage of free and reduced lunches for your school as reported in school annual reports for the preceding school year. Private schools should contact us for discount information. Please review the table below for a chart of discount rates:

% Free and Reduced Lunch	Discount on Total Fees
0% - 50%	No discount
51% - 60%	50% discount
61% - 80%	75% discount
81% - 100%	Free programming

- ✓ **Group Size:** For the program to be most effective there is a limit of 120 students. If your group size exceeds the maximum number allowed for a program, you should divide your group into two smaller groups and request the program on multiple days.
- ✓ **Outreach:** Eco Explorations activities take place at Seward Park and the Center. If necessitated by weather conditions field trips can be rescheduled without a fee. If necessitated by budgetary restrictions or other factors, schools should consider our Climate Kids or Outside-In classroom programs as an alternatives.

To have an application and information packet mailed to you, please contact:

Education Director
 Seward Park Environmental & Audubon Center
 5902 Lake Washington Blvd. S
 Seattle, WA 98118
 Phone: 206-652-2444
 Email: lmorton@audubon.org

Eco Explorations programs are currently designed for 5th-12th grade classes. Each program meets many Washington State Grade Level Expectations (GLEs) and Essential Academic Learning Requirements (EALRs). If you are interested in an alternative program, please contact us by phone or email and we will do our best to accommodate your needs.