



Information to Plan your Visit

- Field Trips can be booked on **Monday** and **Tuesday Mornings** year round.
 - The Sherman requires a **1:10 ratio** of adults to students.
 - **Minimum** 8 students
 - **Cost** \$5 per student: no charge for teachers and chaperones.
 - **Scholarships** and **Bus Subsidies** are available.
 - **Payment** should be made on or before scheduled Field Trip. We accept checks and credit cards. Please do not bring cash.
 - **Cancellation** with full refund is possible up to 14 days before the scheduled Field Trip.
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- **Buses** should drop off at 9.30am at our South Lot (corner of Third Ave and Dahlia Ave)
 - Field trip duration is **90 mins**
 - Students can then eat in the **Lunch area** for **30mins**
 - **Buses** should collect students from our **South Lot** at 11.45am.

Preparing for your visit:

- Review our 'Habitat Explorers' **Study Guide** and review vocabulary with the class.
- Please use the **Class List** template to separate your students into groups. Bring the class list on the day of your field trip. Please make sure you write comments on the class list. This ensures that our Garden Educators will teach your students appropriately.
- Please give your students a **Name Tag** before arrival.

On the Day:

Parking

General Parking for cars at Sherman Library & Gardens is available free of charge:

South Lot (on the corner of Third Ave and Dahlia Ave)

North Lot (on the corner of Fourth Ave and the Dahlia Ave)

Bus Drop Off and Parking

Buses should arrive promptly at 9.30am and can drop off in the **South Lot** (on the corner of Third Ave and Dahlia Ave)

Lunches should be dropped off at this time.

During the Field Trip buses can remain parked in the **South Lot** in the designated bus parking area.

Alternative parking is available in the **Corona del Mar Municipal Lot**, 3000 Breakers Dr, Newport Beach, CA 92661

Address:

Sherman Library & Gardens
2647 East Coast Highway, (**South Parking Lot:** 608 Dahlia Ave)
Corona del Mar
CA, 92625
Tel: (949) 426-8551
Education: (949) 426-8551

Timing:

9.30am Buses arrive
9.45 - 11.15am Garden Session: duration 90mins
11.15 - 11.45am Lunch in our indoor area
11.45pm Buses pick up

COVID-19 Policies

The health and safety of our visiting students, teachers, staff, and volunteers is the first concern of the Sherman Library & Gardens. School Field Trip programs will be run with reference to the Centers for Disease Control and Prevention and the Orange County Healthcare Agency guidelines.

To ensure the health, safety, and well-being of all our students, teachers, chaperones, staff, and volunteers, we are implementing the following protocols:

Tour Group Size

- Students will be divided into groups which will not exceed 10 students. They will be supervised by one Garden Educator and an adult chaperone from the visiting school.

Increased Sanitation Practices

- Hand sanitizer will be available.

Physical Distancing and Masks

- Physical distancing will be maintained as much as possible.
- Children will be required to wear masks when on the Sherman Library & Gardens, except when eating and drinking.



Class List

- Please divide students into groups of equal size with an equal number of boys and girls. Each of these groups should have a named adult chaperone.
- Each group will be given a different name which will be written on their **nametag**.
- Please fill out the lists below with names of students and chaperones.

Leaves	First and Last Name:	Any special needs or information
Adult Chaperone:		
Students		
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Seeds	First and Last Name:	Any special needs or information
Adult Chaperone:		
Students		
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Roots	First and Last Name:	Any special needs or information
Adult Chaperone:		
Students		
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Stems	First and Last Name:	Any special needs or information
Adult Chaperone:		
Students		
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		