

## ***River REACH Floating Classroom Program Important Voyage Information for Teachers***

Please make sure you have read all of the information below carefully. Check-boxes have been provided for you to ensure that you have reviewed and completed all necessary items for the trip.

### **Permission Slips and Medical Waivers**

In order to participate, all **student** and **adult** participants must submit the completed Permission Form and Medical Waiver. Teachers will collect waivers prior to leaving the school and present them, along with payment upon boarding. *If students do not have the waivers with them at school, they should not be permitted to leave with the rest of the students for the field trip.* **Participants who do not have their permission slip cannot be permitted to board.**

### **Number of Participants**

To keep our cruises as hands-on as possible for students, we prefer no more than 40 high school students and no more than 50 elementary/middle school students.

### **Cost**

The fee for this program is currently \$15 per student. A group minimum charge of \$400 applies for groups less than 27 students. Thanks to the generosity of our funders, FORE is able to offer discounts for schools with 25% or more of students on free and reduced lunch programs. We have never turned a school away due to cost! Contact Heather Mayfield at [hmayfield@orsanco.org](mailto:hmayfield@orsanco.org) or at 513-231-7719, extension 115, for more information.

### **Groups and Chaperones**

Students will need to split up into three groups for your trip. Each group will need one adult chaperone (a minimum of three chaperones is needed for this trip). Chaperones and teachers do not have to pay for the trip. Chaperones will be expected to actively watch students and assist with activities if needed.

### **Emergency Policies**

Please note that for all emergencies, illnesses, injuries, or other incidents, it is the responsibility of the teacher to notify the school, parent(s), guardian(s), and/or physician(s) of the student(s) involved according to their school's protocols. FORE collects emergency contact information on our Permission Slips/Waivers so that teachers will have this information if necessary.

Selected FORE staff and boat crew are trained in American Red Cross CPR and First Aid procedures and are prepared to administer them to the extent of their training in the event of an emergency.

*FORE staff are not permitted to administer any medication of any kind to students.*

### **Students with Special Needs**

The first deck of the riverboat will be wheelchair accessible; however the second deck is not. We will do everything possible to accommodate your students. Please contact Heather Mayfield at 513-231-7719, extension 115, and please note on your application that have students with wheelchairs or special needs.

### **Arrival and Departure**

Participants should arrive at 9:15 am to board the riverboat promptly at 9:30 am. Students will spend 3 hours on the riverboat, and will eat lunch on-board. Once the boat arrives back at the dock, students will continue activities on the covered, top deck of the boat. Activities will end at 1:30 pm.

### **Cancellations/Scheduling Changes**

Cruises may be cancelled due to weather conditions or river levels. We make every effort to give at least 24 hours or more notice for cancellations but cannot always guarantee advance notice (this is why we ask teachers for their cell phone numbers). If your cruise is cancelled, we will try to schedule a make-up for you. If you have any questions about weather conditions on the day of your cruise, please contact Heather Mayfield's cell phone at 859-468-4539.

### **What to Wear**

Participants will be outside in the elements during the majority of the program. They should dress in comfortable layers of clothing that they don't mind getting wet or dirty, including:

- Securely tied, closed-toed, gym shoes or boots with good traction (*no sandals for flip flops*)
- Windbreakers, sweat shirts, jeans/shorts, and/or rain ponchos (*dresses and skirts are not recommended*)
- Jackets, coats, hats, and gloves for cold weather (*it always feels much colder and windier on the river*)  
*Remember, hoodies do not count as coats in cold weather!*
- Please tie long hair back for water chemistry experiments.

### **What to Bring**

We ask that items brought aboard the riverboat be limited to what is listed below.

- A well-marked lunch that does not need refrigeration (a reusable lunch bag is encouraged!) *Lunch will be eaten on-board the riverboat.*
- Plenty of drinking water, as water on the boat is non-potable (reusable water bottles encouraged!)
- A pencil.
- Sunscreen
- A signed permission slip and medical waiver

*Please do not bring backpacks, I-Pods, laptops, or electronic games. Small purses are acceptable. Phones will need to be on-silent and put away.*

### **Safety Information**

A detailed safety talk will be given to students prior to boarding the riverboat. This information will also be reviewed with the students by the teacher.

- All passengers must follow the Captain's directions and orders, and the directions of FORE staff.
- Engine room, pilot house, and any other marked areas on the riverboat are restricted to staff only.
- Groups must always stay together. Students cannot leave their groups without first getting permission from their chaperone. Adult chaperones must stay with their group at all times.
- There is to be no sitting on, straddling, or standing on railings or other raised objects on the deck of the boat.

- There is to be no running or rough-housing at any time aboard the riverboat.
- Students must wash hands before eating and after handling river water, mud, fish, or macroinvertebrate samples. Hand sanitizer will also be provided.
- Eating, drinking, or chewing gum during the lab activities is not permitted.
- Goggles and gloves must be worn during water chemistry experiments. Hands must be kept away from the face and long hair must be tied back.
- Cell phones must be silenced and put away during activities.
- NO Spitting or throwing trash or other objects overboard.
- NO smoking.