

ARIZONA SCIENCE CENTER



FIELD TRIP KNOW BEFORE YOU GO

KNOW CHECKLIST

- ☐ Review the quote to ensure all information is accurate.
- ☐ Ensure payment or the purchase order has been submitted and received prior to the visit date.
- ☐ Assign chaperones to assist with unloading and loading lunches.
- ☐ Confirm the final count of adults (including teachers) and students/children attending.

ON YOUR VISIT DATE

DROP-OFF/PICK-UP: All buses must enter through Heritage & Science Park for student drop-off and pick-up. An Arizona Science Center team member will open the entrance gates located on Monroe Street upon arrival. Refer to Field Trip Packet for Map.

If any changes to the bus route are required, an email with updated instructions will be sent on the morning of the scheduled visit date.

CHECK-IN: Lead contact(s) must check in with a team member prior to the unloading process. Please have your final count ready.

LUNCHES: Our team members will store your lunches inside the Lunchroom. If the lunchroom is not reserved for your group, you can grab your lunches to eat in the Heritage & Science Park right in front of the Science Center.