



SCOUT ISLAND

OUTDOOR EDUCATION CENTER



FRESNO COUNTY SUPERINTENDENT OF SCHOOLS

Field Trip Information Packet

1. Planning Your Field Trip
2. The Day of Your Trip
3. Sample Field Trip Schedules
4. Teacher Field Trip Checklist
5. Student Field Trip Checklist
6. Facility Use Guidelines
7. Leave No Trace
8. Directions to Scout Island
9. Map of Scout Island
10. Liability Waiver (if needed)

Contact Information

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Planning Your Field Trip

1. Contact Scout Island and discuss your event with staff. They will assist you in planning and work with you to arrange a date.
 2. Once your date is determined complete and submit an online registration form. An application, facility use agreement, and quote with applicable fees will be emailed to you. Please review the information and make certain it is correct.
 3. Obtain the necessary signatures on the facility use agreement and forward it along with a copy of your completed *purchase order (for the quoted amount) to Scout Island by email (mstewart@fcoe.org).
- *If your organization does not use purchase orders please contact Matthew Stewart.**
4. If requested, obtain the certificate of insurance noted on the Use Agreement and forward to Scout Island by Fax (559-265-4063). (Event registration is not complete until a certificate of insurance is received.)
 5. You will receive an email confirmation that your event has been placed on the Scout Island Calendar.
 6. Liability Waivers are required for all adults and students that will be canoeing, participating in any ropes course activities, participating in archery, or conducting a service-learning project.
 7. Scout Island is open from 8:00am until 4:00pm Monday through Friday. Please plan your event so that all participants and vehicles have left Scout Island by 4:00pm.



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The Day of Your Trip

- **Make sure all students have pencils!**
- Make sure students are dressed appropriately.
- Bring liability release forms for canoeing.
- Stay on Schedule. Notify Scout Island Staff if you are going to be late. (Late arrival will result in students missing one learning station.)
- Make sure all drivers have copies of the directions to Scout Island.
- You will be met by Scout Island Staff upon arrival.
- Divide students into their groups with their chaperones. Chaperones must stay with their groups!
- Unload coolers & lunches. Scout Island staff will transport them to the outdoor river area.
- A Scout Island teacher will lead each group to their first learning station.
- Chaperones and teachers should assist Scout Island teachers in keeping students focused on learning activities.
- Collect all student work from each learning station.
- Supervise students during lunch. **Make sure all trash is picked up!**
- Make sure students have all of their personal items before they leave Scout Island.



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Teacher Field Trip Checklist

To make your field trip enjoyable proper preparation is essential. The Program will be providing the following:

- ❖ Clipboards
- ❖ Lesson Plans
- ❖ Activity Guides
- ❖ Activity Materials

What to Bring

Items

- _____ First Aid Kit
- _____ Pencil for each student
- _____ School District Field Trip Permission Form
- _____ Scout Island Liability Release Forms*
- _____ Name/Photo/Media Release
- _____ Student List
- _____ Student Medications
- _____ Camera
- _____ Binoculars
- _____ Field Guides

***Liability Release Forms are required for canoeing activities and service-learning activities. Students will not be allowed to participate unless they have a signed form.**

Food

- _____ Snacks
- _____ Lunch
- _____ Beverages

Transportation:

Scout Island has limited parking facilities. Please encourage parents/guardians to car pool to limit the number of vehicles on the trip.



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Student Field Trip Checklist

To make your field trip enjoyable proper preparation is essential. Please review this list and make sure you bring the items you need.

What to Bring

Weather is variable in the Central Valley. Please check the weather report the day BEFORE your trip. Make sure you are dressed appropriately for field activities. You should layer their clothes to account for temperature change. *optional

Clothing

- Warm Jacket/Sweatshirt (Winter)
- Closed Toe Shoes (Sandals should not be worn!)
- Hat with Sun Brim
- Rain Jacket*
- Rubber Boots*

Items

- Pencil (You must bring your own pencil!)
- Sunscreen
- Day Pack to carry lunch and gear
- Water bottle
- Medications (Please make arrangements with teacher.)
- Camera*
- Sunglasses*
- Binoculars*
- Field Guides*

Food

- Snacks
- Lunch
- Beverages



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Facility Use Guidelines

Scout Island is an educational site. For your safety and pupil's welfare all Vehicle, Penal, Health and Safety, Educational and Municipal Codes are enforced on the property. Please follow the following guidelines while visiting Scout Island.

Prohibited Activities

- Possession or use of tobacco, alcohol or controlled substances (H&S 11357; B&PC 25608, 25662; Board Policy 3512.2-AR; 3515.2-P)
- Possession or use of guns or other weapons (PC 626.9; 626.10; Board Policy 5131.7-P)
- Loitering (PC 6539)
- Unauthorized Soliciting

Vandalism

- Vandalism will be prosecuted (PC 594)
- Redress will be sought from individuals or the individual's parents for the costs of said vandalism (Board Policy 5131.5-P)

Vehicles

- Parking is allowed only in designated parking areas (MC 2113;22658;MC108060)
- Authorized vehicle speed on site: 10 mph
- Limited numbers of vehicles are allowed at the river area for activity setup, takedown and Service-Learning projects. Coordinate your needs with Scout Island Staff. Please drive and park only on access roads. Participants should plan on walking to the Outdoor River Area.
- For aesthetics and safety remove all vehicles from river area when students are present for field trips

Facility

- Please share the facility with other guests. River access is available for all.
- Respect areas that have been reserved by groups.
- Help us keep Scout Island clean by placing all trash in proper containers.
- Keep restrooms clean.
- No lifeguard is on duty. Watch students while they are near the river.
- For the safety of Scout Island guests rock throwing is not allowed.
- Report any facility needs to Scout Island Staff.

Thank you for helping provide a safe outdoor education environment.



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“Leave No Trace”

"Leave No Trace" is a nationally recognized outdoor ethics education program. National sponsors include the Bureau of Land Management, Forest Service, National Park Service, Fish and Wildlife Service, Subaru and Recreational Equipment Inc (REI). The principles of Leave No Trace are not rules but guidelines to promote the wise stewardship of natural resources.

Plan Ahead and Prepare

Plan ahead and prepare for outdoor activities. Review Scout Island facility use guidelines with all participants who will attend your event or activity. Coordinate access with Scout Island staff and make plans to carpool. Everyone should be prepared to walk to the outdoor river area. Remind participants to dress appropriately.

Travel on Durable Surfaces

Walk on roads and trails. Minimize activities in riparian areas. When visitors trample vegetation communities of organisms may be harmed. Barren areas can create dust and cause erosion.

Leave What You Find

Allow others a sense of discovery: Leave rocks, plants, animals, and other objects as you find them.

Minimize Site Alterations

Do not dig holes or trenches or build structures with rocks and vegetation. Never hammer nails into trees, hack at trees with hatchets or saws, or damage bark and roots. Do not move rocks or cut vegetation.

Respect Wildlife

Observe wildlife from afar to avoid disturbing them. Give animals a wide berth, especially during breeding, nesting, and birthing seasons. Keep garbage and food scraps away from animals so they will not acquire bad habits. Help keep wildlife wild.



LEGEND

- | | | | |
|-------------------------|-------------------------|-----------------------|--------------------------|
| 1 Office | 8 Water Conserv. Garden | 15 Eucalyptus Grove | 22 River Forest |
| 2 Classroom | 9 Wildflower Area | 16 Pirates Creek Amp. | 23 Redwood Grove |
| 3 Tin Barn | 10 Weather Station | 17 Outdoor Event Tent | 24 Fresno Beach |
| 4 Pole Barn | 11 Native Grassland | 18 Recreation Field | 25 River Amp. |
| 5 Potting Shed | 12 Canoe Launch | 19 Capitola Kitchen | 26 River Cross |
| 6 Nursery | 13 Restoration Area | 20 Ropes Course | 27 West River Study Site |
| 7 East River Study Site | 14 Native American Site | 21 Archeological Site | |


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