

Edith J. Carrier Arboretum

Field Trip Guidelines

Group Size

- *Docent-Guided Tours*: Each tour is limited to 20 students per docent, but we can often accommodate larger field trip groups with multiple tours. Please indicate your group size on your field trip request, and have students assigned to their smaller group ahead of time.
- *Self-Guided Tours*: Maximum 120 students per day.

Chaperones

- We require a minimum of 1 adult chaperone per 10 students. Please assign each chaperone to stay with a small group of children during the visit. This will make things easier for everyone.
- Students should arrive wearing nametags if possible. This will help us and your chaperones engage with your students while on tour.

Parking Information

- Buses and chaperone vehicles can park in the R5 lot at 664 University Blvd., but we need to inform JMU Parking Services about parking needs ahead of time—please indicate your vehicles plans on your field trip request.
- People with accessibility needs can park in the lower arboretum lots.

Lunch

- Brown bag lunches are permitted. We will designate the pavilion for school group use for lunch at no charge. The pavilion has five large picnic tables (seating approximately 30 children). Groups may also bring blankets to eat their lunches on the lawn. After eating lunch, be sure to check your area for trash and dispose of it appropriately in the trash cans provided. Please help us model respect and care for natural spaces by leaving the pavilion better than you found it.
- If a group leaves trash or debris at the pavilion, that group will be charged \$50 to cover our staff time in cleaning up.

Restrooms

- Single-stall restrooms are located at the Education Center, both inside and outside the building; and behind the Pavilion in the At Home in the Woods Family Garden. The Pavilion restrooms are designated “family” use rather than by gender.

Dress

- Field trips take place entirely outdoors. Please dress appropriately for the outdoors and uneven terrain. We recommend comfortable walking shoes, hats, water, and sunscreen.

Weather

- The Arboretum does not have indoor facilities for large groups to wait out inclement weather. Severe inclement weather automatically cancels guided tours. Rescheduling will be based on

availability. If the weather is uncertain, call the Education Center at (540) 568-3194 before leaving school.

Emergency Procedure

Basic first aid is available at the Frances Plecker Education Center. In the event of a medical emergency, call 911. Other helpful numbers are listed below:

- Frances Plecker Education Center: (540) 568-3194
- JMU Police Department Emergency: (540) 568-6911
- JMU Police Department Non-Emergency: (540) 568-6912
- JMU Police Department Campus Safety Escorts: (540) 568-6913

Grounds Use

- Responsible Individual, and/or Group, either is, or both together are, liable for any and all damage to Arboretum property.
- No physical alteration, amendment, or adjustment to property, such as marking of trees, picking or cutting botanicals, setup of personal tents or canopies, nailing/tacking signs, is allowed.
- Visitors must remain on wood-chip trails and lawns. Traversing garden beds, entering ponds, waterways, and drain basins is prohibited.
- Feeding ducks, turtles and fish is not permitted for animal health and water quality.
- Grounds remain open to the public during reserved tours with no gating or screening of other public users.
- Sporting activities such as football, soccer, Frisbee, etc. are prohibited on the grounds.
- No fires of any sort, including fires within portable grills, are allowed on premises and grounds. Smoking is prohibited on Arboretum grounds
- Users must remove, or leave no evidence of event debris and trash at sites used, and use waste receptacles provided.
- Pets must be on leash and under control, and all pet droppings must be removed from lawns and trails by owner/handler.
- All users must vacate premises and parking areas by dusk.