



INFORMATION SHEET FOR CHAPERONES

Our Trip to the Village

Chaperone name: _____

Thank you for being a chaperone on our trip to the Village on _____ (date). This sheet has important information. Please keep it with you during the trip. Have a fantastic day!

My group of students:

- | | |
|----------|-----------|
| 1. _____ | 6. _____ |
| 2. _____ | 7. _____ |
| 3. _____ | 8. _____ |
| 4. _____ | 9. _____ |
| 5. _____ | 10. _____ |

Teacher's emergency phone _____

Schedule:

Time we depart from school _____ Time scheduled to arrive at the Village _____

Lunch time & location _____

Time we leave the Village _____ Departure location _____

Logistics:

- **You must wear a school name tag** with the name of the school and teacher so that your group can be identified while at the Village.
- Restrooms are located between the Village buildings and the parking lot. Please ask a staff person or volunteer if you cannot find the facilities.
- If a student is lost or there is a need for first aid, notify any Sylvania Historical Village staff person.

Teacher's educational goals for this field trip:

Reminders:

- **All students must be with a teacher or chaperone at all times.** Students should not run ahead or go exploring on their own. Student behavior should reflect respect & consideration for other people, and property.
- You are an important part of the field trip experience! Guide students by asking open-ended questions about what they see, hear and experience as you move through the historic areas.
- Activities that involve animals, tools, or fire must be supervised by Village staff. Groups should not begin such activities unless they are directed to do so by staff.
- Remind students not to bring food or drinks into the historic areas. Bottled water is allowed.