



## Preparing for your Sonoran Desert Adventure Self-Guided Field Trip

### Staff Contacts

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### Before your Visit:

- Confirm your transportation arrangements
- Submit your invoice to appropriate personnel, if needed
- Submit payment to the Desert Botanical Garden no later than 30 days before scheduled trip
- Arrange and prepare your chaperones, if needed
- Make any necessary lunch plans (pick a park, if needed; map included)
- Prepare participants with your field trip expectations
- Review proper Garden behavior expectations (Stay on the trails to prevent damaging plants, be careful of touching plants-they can hurt you or be damaged if touched, use walking feet, students need to stay with their adult chaperone at all times)

### Day of your Visit:

- Bring ticket
- Come with final count of students, chaperones and teachers
- Present ticket and final counts to any admissions window at the Main Entrance
- Give all chaperones the meeting time and location for end of field trip
- Enjoy your visit!

### After your Visit:

- Watch for an email inviting you to submit an evaluation- we love to know how we can improve your experience.



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## Frequently Asked Questions

### **What happens on a self-guided field trip?**

Self-guided field trips offer preK-college students, professional educators, children's education and community groups the opportunity to have a self-paced experience at the Garden.

### **How do I book a field trip?**

You can book your field trip online! Visit our [LEARN](#) store and select your school profile to book your field trip.

### **My school isn't listed as an affiliate in the LEARN store.**

You can sign up as an affiliate at the same [LEARN](#) store page. This allows us to keep your school in our registration system and streamlines the booking process for return visits. New affiliate submissions will be processed within three (3) business days.

### **How do I pay for the field trip?**

Full payment is due no later than 30 days before your scheduled field trip. The Garden accepts check, credit card or purchase orders (PO) as payment. Upon arrival for your field trip, actual attendance counts must be provided to Garden staff and confirmed with the lead teacher's signature upon arrival. Refunds or invoices will be issued based on actual attendance numbers. **Payment is not accepted at Admissions.**

### **Can I use a membership?**

Field trips are an added on experience. These programs are not included with Garden membership. All participants' admission must be included with the school payment.

### **Can we go to the Butterfly Pavilion?**

Your self-guided field trip admission includes a self-paced visit through the Butterfly Pavilion, when available. For the 2018-2019 school year, it is open most days from September 29-November 18 and March 2-May 12 (some exclusions apply).

### **My group needs additional accessibility considerations.**

We want to make your visit to the Garden as enjoyable as possible. Please contact Garden staff with your concerns and we will do our best to accommodate.

### **What if it rains or the weather is too hot outside?**

The desert is nothing if not adaptable! Field trips will run as scheduled, regardless of weather, unless the lead teacher is contacted directly by Garden staff via email and/or a phone call.



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### Where can we eat?

For groups of 15 or less, you can visit the Patio Café or make arrangements to visit Gertrude's restaurant. Larger groups can make arrangements at nearby Papago Park or other public parks. Please refer to the attached **Park Map** for locations. The Desert Botanical Garden does not have facilities for eating meals, snacks, or food storage.

### Where do we go once we arrive at the Garden?

- **If you are arriving by car/van/public transportation**, park or exit the bus in the Main Parking Lot and walk your group to the Main Entrance.
- **If you are arriving by school/chartered bus**, please follow the signs for Bus Unloading. The bus will drop-off/pick-up in the same location. Please have the lead teacher/adult go to the north Admissions window (closest to the entrance to Gertrude's restaurant) to submit your ticket before bringing your whole group through the entry gates. If you are a large group (125 people or more), you will have Garden staff or volunteers to help escort your group. They will meet you at the loading zone.

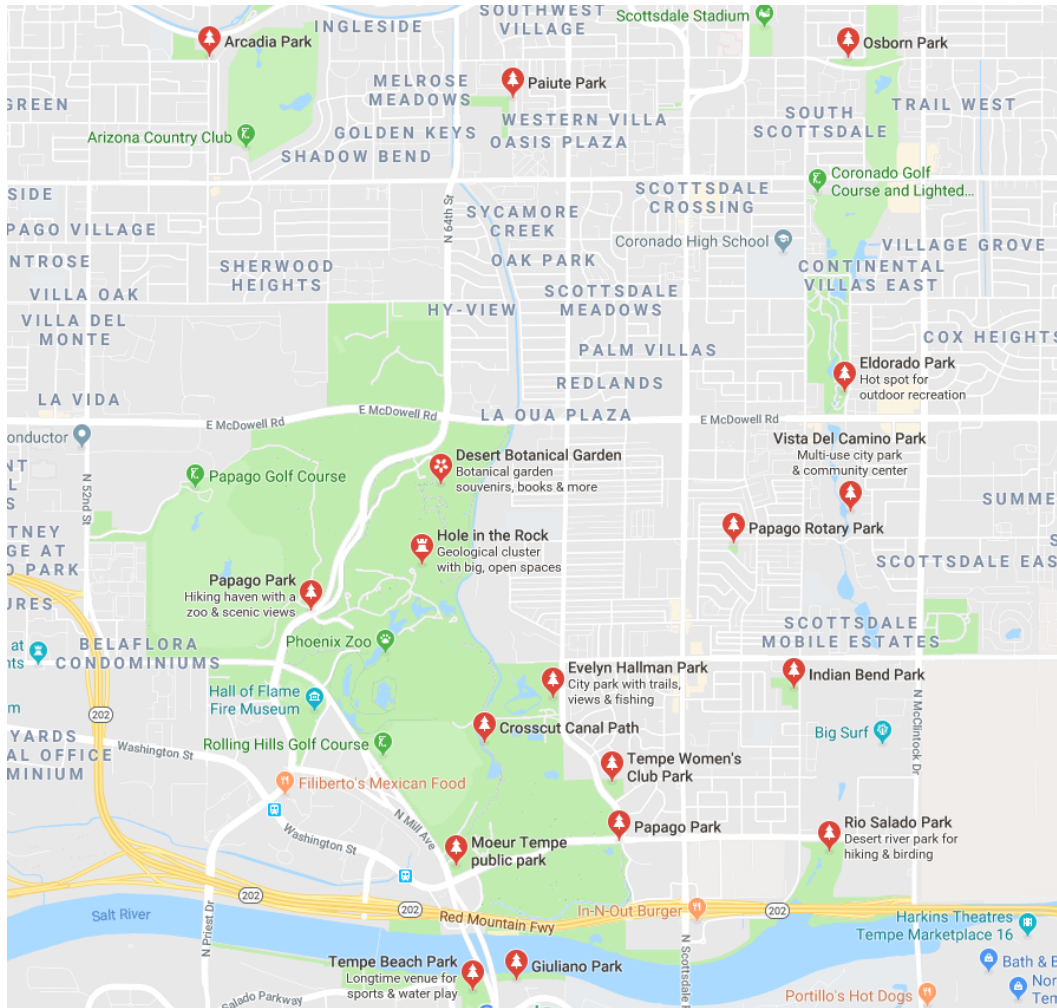
### What if we need to cancel our field trip?

To receive a refund, you must send a written request at least 14 days before the scheduled date of your field trip. Please send your written request to [teacherrsvp@dbg.org](mailto:teacherrsvp@dbg.org)



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## Park Map



### **Evelyn Hallman Park**

<https://www.tempe.gov/Home/Components/FacilityDirectory/FacilityDirectory/66/3542>

To reserve a ramada: (480) 350-5200

### **Paiute Park**

<https://www.scottsdaleaz.gov/parks/paiute-park>

No reservations necessary for picnic areas or ramadas

### **Papago Park**

<https://www.phoenix.gov/parks/trails/locations/papago-park>

To reserve a ramada: <https://www.phoenix.gov/parks/picnic-areas>

### **Tempe Beach Park**

<https://www.tempe.gov/Home/Components/FacilityDirectory/FacilityDirectory/176/3542?page=3>

To reserve a ramada: (480) 350-5200