

SCHOOL PROGRAMS

FAQ: GLENBOW RANCH PROVINCIAL PARK



What will our program day look like?

IN PARK PROGRAMS

Please confirm with our programmer when your bus will arrive and depart. A GRPF Programmer will be waiting to greet you in the parking lot at the First Trail Head into the park, see the attached Map. In Park programs are outdoor learning days, come prepared for a day at a Provincial Park.

IN SCHOOL PROGRAM - ARCHAEOLOGY

Programmer will come the day before to set up. Archaeology is a station based program. It requires a full sized classroom space with 5 table stations for 7 people each and a large circle time floor space. Half day programs run 2 hours and full day programs run 4 hours. The programmer will request that you send a schedule prior to the program that works around your school day breaks and lunch. Program starts generally 1/2hr after school begins.

What should my students bring?

Smiles, enthusiasm, questions and most important appropriate clothing and footwear.

STUDENT CHECKLIST

A journal or workbook and pencil

Epi-pen or required medications

Solid footwear, hat, possibly sunscreen or bug spray

Weather-appropriate clothing, plan for the unexpected

Water

Snacks and Lunch

Please try to keep backpacks lightweight as students will be wearing them in our program.

What should I tell the bus driver?

Our provincial park is accessible by school bus. Due to safety requirements the bus is required to stay on site during the entire duration of the field program.

- If your driver has any concerns they can call the GRPF office directly - 403-851-9053
- A map of the bus parking area is available at the end of this .pdf.

What about parent volunteers?

A field program is an excellent opportunity to get parents involved and learn alongside students. GRPF has found that having parent volunteers helps make the day run smoothly. During our field programs we often divide the students into small working groups of 4-8 students and we recommend 1 parent volunteer per small group.

- Please ensure parent volunteers understand that to create an engaging student experience they will be required to actively participate in the program.
- Archaeology Programs have specific requirements for parents. Please check your program description for more details.

What is expected of me as the teacher?

Your biggest role is to learn together with your students. We hope that you get just as much out of the day as they do! But there are a few other roles you'll have too...

- Communicator - Read through the booking package and communicate pertinent information to students, administration and parent volunteers.
- Liaison - Submit your online booking inquiry form and let GRPF know if there are any changes.
- Traffic Controller - Book the buses, communicate with your programmer your bus arrival, print the map attached so you know where to park.
- Safety Team Captain - GRPF is your safety team, who can respond and assist in case of emergency. But you know your students best, have access to their emergency contacts and have responsibility to follow all of your schools safety protocols.
- Translator - Help your students make the most of the day by reflecting and incorporating the experience back to your classroom learning objectives.

SCHOOL PROGRAMS

Program Policies: GLENBOW RANCH PROVINCIAL PARK



Cancellation Policy

- 30 DAYS BEFORE THE PROGRAM DATE: Full refund minus a \$30 administration fee
- 15 - 29 DAYS BEFORE: Full credit, no administration fee
- 1-14 DAYS BEFORE: No refund or credit
- INCLEMENT WEATHER: Reschedule or full credit

Inclement weather policy

24 HOURS BEFORE THE PROGRAM DATE

if the Glenbow Ranch Park Foundation (GRPF) Programmer OR the teacher decides the weather is unsafe for the program to run, your school will be provided with a full credit and we will do our best to re-schedule you. Please contact your programmer by email in case of inclement weather OR email edprograms@grpf.ca.

DAY OF

If unexpected weather occurs on the day of the program and the GRPF Programmer or the teacher decides the program is unsafe to run, your school will be provided with full credit and we will do our best to re-schedule you.

HAIL OR LIGHTENING

Please request that your bus driver stays for the day in order to provide a safe place for all your students.

Safety and Risk Management

Glenbow Ranch Park Foundation (GRPF) values safe program delivery and strives to provide a high-quality learning experience in a safe environment. With this, GRPF may modify or cancel a program without notice if site conditions threaten the safety of the staff, students, teachers and/or parent volunteers.

Risk Management

Safety of all program participants is of primary concern to GRPF. As such, the following risk management measures are in place:

- GRPF field program staff have current first aid and carry first aid kits including a list of emergency contact numbers. Staff also carry air horns and/ bear spray as wildlife deterrents. Staff carries cell phones/radios/spot receivers to ensure a link to EMS in the event of an emergency.
- Teachers are asked to inform GRPF staff, prior to field trip, of any safety concerns and special needs i.e.) allergies, epipens, behaviour etc.
- Students instructed on "safety in numbers" to avoid wildlife conflicts.
- We require 1-10 ratio of school adult to student and suggest 4-6 parent supervisors per class of 30 and emphasize the importance of parent volunteers for safety and supervision.
- Field trips are cancelled in the event of poor driving conditions and severe weather.
- GRPF field program staff perform ongoing site assessments.
- Students are never to leave the supervision of an adult, and must always travel in pairs or groups.
- Trail maintenance is coordinated with Alberta Parks.
- GRPF field program staff are trained in emergency procedures, and conduct emergency training drills.
- GRPF requires the bus to remain on-site and/or schools provide a follow vehicle as an emergency contingency vehicle.
- GRPF reserves the right to modify or cancel a program without notice if, for any reason, site or travel conditions threaten the safety of participants.

Thank you for choosing Glenbow Ranch Park Foundation, we look forward to seeing you in the Park!

MAKE A BOOKING

EdPrograms@grpf.ca
ExperienceGlenbow@grpf.ca
403-851-9053

- **Fill out our Program Inquiry Form on our website at grpf.ca/school-programs**
- **Bookings are confirmed upon payment which is due 30 days before the program date.**

SCHOOL PROGRAMS

Program Map: GLENBOW RANCH PROVINCIAL PARK



GLENBOW ROAD



BUS PARKING

VOLUNTEER PARKING

MEETING POINT

TIGER LILY TRAIL

OUTHOUSES

GRPP LEARNING CENTRE

VISITOR INFORMATION CENTER

TO YODEL TRAIL

NO OUTHOUSES PAST THIS POINT NEAR PROGRAMS

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