

FROST
SCIENCE

FIELD TRIPS

Chaperone Guide

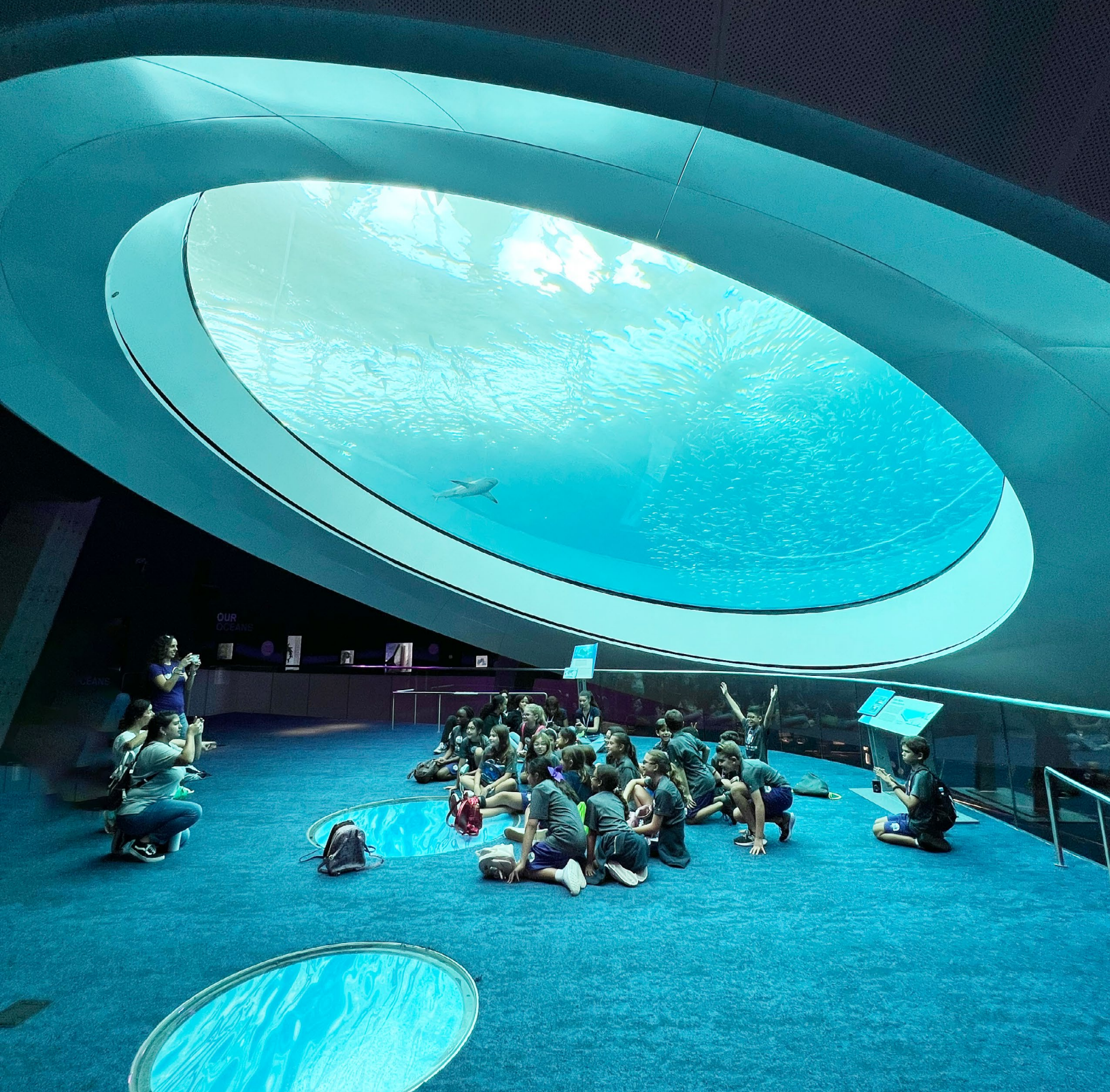


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Pro Chaperone Tip!

If you have questions or need to request changes before your field trip, email fieldtrips@frostsscience.org.

Did you know?

Miami-Dade County Public Schools is the 3rd largest school district in the country, and Broward County Public Schools is the 6th. We receive a very large number of calls and emails per day, so please be patient and give our team ample time to respond.

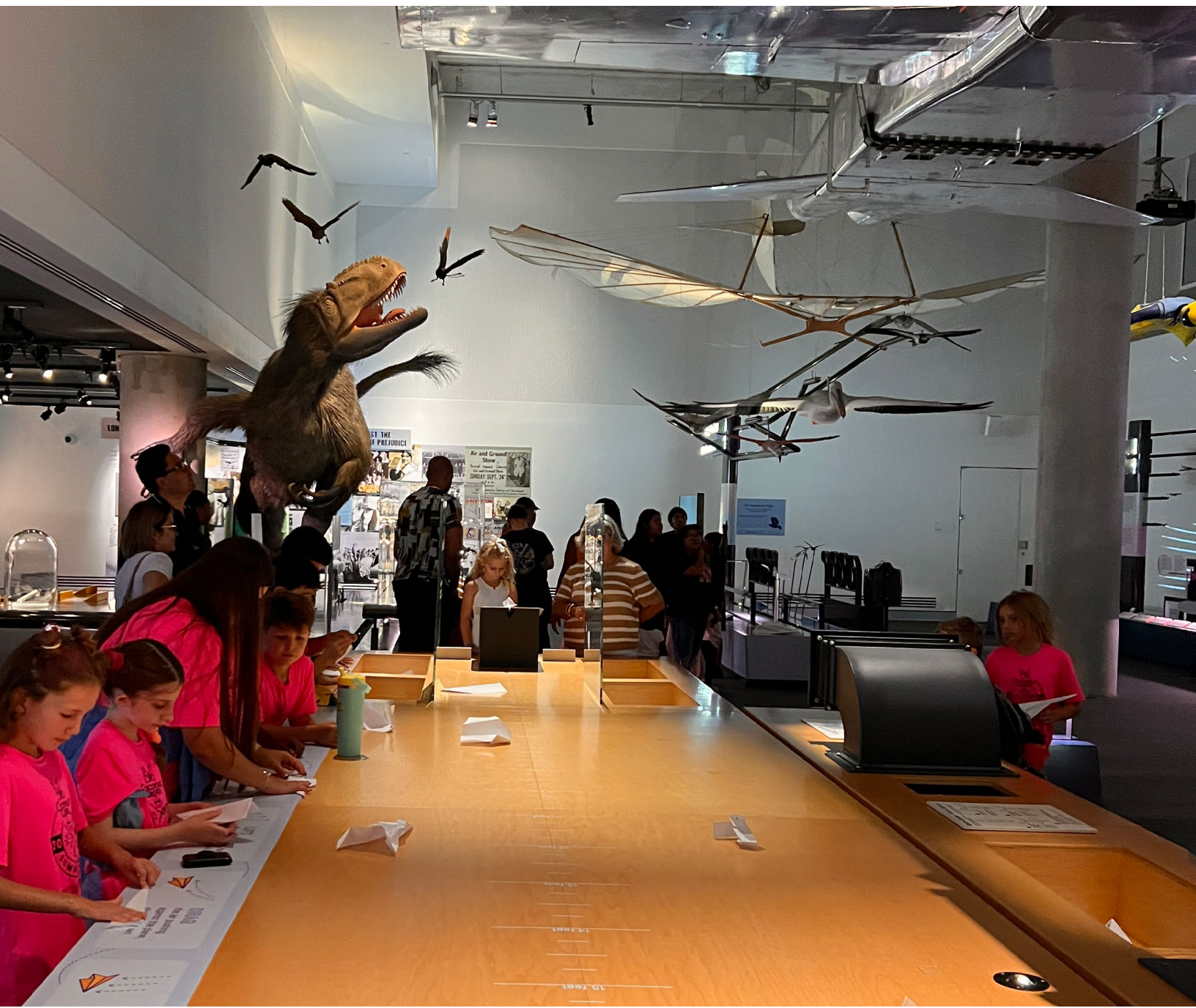


General Field Trip Information

Bring classroom science lessons to life by exploring the many exhibitions Frost Science has to offer! Students and chaperones will be able to explore the museum on their own, in a self-guided experience.

Admission Costs

- ✔ Field trip admission ranges from \$14.95-\$16.95 depending on the day of the week and season. Please review our 2024-2025 Field Trip admission calendar on the next page to check the field trip admission cost for the day you're interested in visiting us.
- ✔ Every field trip is required to maintain a 10 to 1 student to chaperone ratio. Any additional chaperones will pay the same admission price as students.
- ✔ Learning Labs (weekdays only) and Frost Planetarium shows are available as an add-on from August 19 – May 16. Learning Labs are \$5 per student. Frost Planetarium shows are \$2 per student.



Field Trip Costs Per Day

\$14.95

\$15.95

\$16.95



OCTOBER 2024						
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AUGUST 2025						
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SEPTEMBER 2025						
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Planetarium shows: \$2.00/student | Learning Labs: \$5.00/student

If you haven't booked your field trip already, please [submit your field trip request here](#). Field trips are booked on a first come-first served basis. We recommend requesting a field trip reservation at least two months in advance to give yourself time to book buses, complete necessary paperwork with your school, and submit your payments on time.

Preparing for your Field Trip

Create Small Groups of Students and Chaperones

Frost Science requires a ratio of 1 chaperone to every 10 students to ensure that all students are properly supervised during the field trip. To save time, divide your students and chaperones into subgroups that meet this criterion before your field trip. This helps students know which chaperone they will be with during their field trip, and lets chaperones know which students they will be responsible for supervising. We recommend having these groups sit together on the bus to save time upon arrival.

Make a Museum Plan

Make the most of your Frost Science field trip experience by planning which exhibitions you want to prioritize. Review the museum map on page 13 for the best routes to take when going from one exhibition to the next. To see which exhibitions will be available on your field trip date, check out our current and upcoming exhibitions [here](#).

Finalize your Transportation Plan

- ✓ If you are taking a bus, make sure your bus is reserved for your field trip date.
- ✓ Research the time it takes to get from your school to Frost Science and be sure to account for possible traffic.
- ✓ Make sure your bus driver knows where to go to drop you and your students off at Frost Science and has a plan for where to park during the field trip, as the bus bays at Frost Science are for loading and unloading only.
- ✓ Communicate with your bus driver about the time you plan to depart from the museum and be sure to notify them 15 minutes before your departure time to give the bus driver time to return to the bus bays.

Have your Payment Ready

Review the most recent invoice sent to you by the field trips reservations team and make sure you have payment ready for any remaining balances. Payment must be made in one transaction with credit card or check. When paying by check, don't forget to include your order number (found on your invoice).

Share this Guide!

Share this field trip guide with every chaperone who will be attending your field trip. This will ensure that all adults present are on the same page and everyone knows what to expect for the day.

Pro Chaperone Tip!

Thoroughly review your most recent field trip invoice to make sure you've taken all the steps necessary to confirm your field trip. To find your most recent invoice, search your email inbox for the most recent email from fieldtrips@frostsscience.org. You may have had a prior invoice if you made changes to your original reservation. We will always adhere to the most recently sent invoice.

Arrival and Check-in

Frost Science opens daily at 10:00 a.m. Please review our arrival and check-in steps to ensure this process goes smoothly and doesn't take time away from your field trip. We recommend arriving a few minutes before the museum opens to give you and your students time to exit your bus and arrive at the main entrance.

Arriving at the Museum

- ✓ Have your bus driver pull into one of the bus bays on the north side of the building, where they can temporarily park to unload students.
- ✓ Frost Science staff will be present to welcome you and direct you to the main entrance.
- ✓ If you brought lunches, we will hold on to them for you until your scheduled lunch time. Please help the Frost Science team load lunches into the blue bins.
- ✓ Exit the bus and walk up the Knight Plaza steps to the main entrance of the museum.
- ✓ Make sure your students and chaperones are split into their assigned groups while the head or lead chaperone goes to the main ticket window to check in.

Checking In

- ✓ The head chaperone must check in at the ticket center window, which is directly to the left of the museum's main entrance. All other chaperones and students can wait on the Knight Plaza near the main entrance, lined up and ready to go.
- ✓ At the ticket center window, check in with your group name and order number. Pay any remaining balances with the sales ambassador.
- ✓ After your group is checked in, all students and chaperones will be admitted to the museum via the main entrance. All chaperones will receive a museum map and a schedule for the day. It is important that the entire group adhere to any scheduled activities including lunch times, Frost Planetarium shows and Learning Labs. Activity times cannot be changed on the day of the field trip.

Know before you Go!

- ✓ Some areas/activities may not be included in your field trip package, and some exhibitions may not be accessible to field trips. For up-to-date information, refer to our [field trips page](#).
- ✓ Please be advised that if your group arrives late, you may miss your first scheduled activity with no opportunity to reschedule.

Pro Chaperone Tip!

Final student and chaperone headcounts must be given one week in advance of your field trip date. Any additional students or chaperones can be paid for at the ticket window, but any day-of absences cannot be removed from the field trip balance. For example, if your invoice says 50 students and you arrive at the museum with 40 students, you still need to pay for the missing students.

Why? We plan each day at the museum based on our field trip numbers. This includes the number of staff present, the lunch areas for students, and the availability for additional field trips to book. For this reason, we cannot accommodate day-of subtractions to field trip numbers. You are permitted to add up to 20 students and chaperones on the day of your field trip.

Add More to Your Field Trip! Planetarium Shows & Learning Labs

Planetarium Shows

Booking a Show

- ✓ Planetarium shows are available for an additional \$2 per student and additional chaperone (i.e., chaperones beyond the required number).
- ✓ Planetarium shows have limited availability and must be booked at least one week in advance.
- ✓ If you would like to add a planetarium show to your field trip, email fieldtrips@frostsscience.org to inquire about availability.

Watching a Show

- ✓ The Frost Planetarium is located on Level 1 of the museum.
- ✓ Your planetarium show and time will be indicated on your field trip invoice.
- ✓ Planetarium shows are about 25 minutes long. Plan to line up at the planetarium entrance 10 minutes before your show time to be seated.
- ✓ Please have chaperones evenly dispersed among students during planetarium shows to ensure proper supervision.

Pro Chaperone Tip!

Watch the trailer for your Frost Planetarium show with your students before your trip to get them excited! Check out the trailers [here](#).



Learning Labs

Booking a Learning Lab

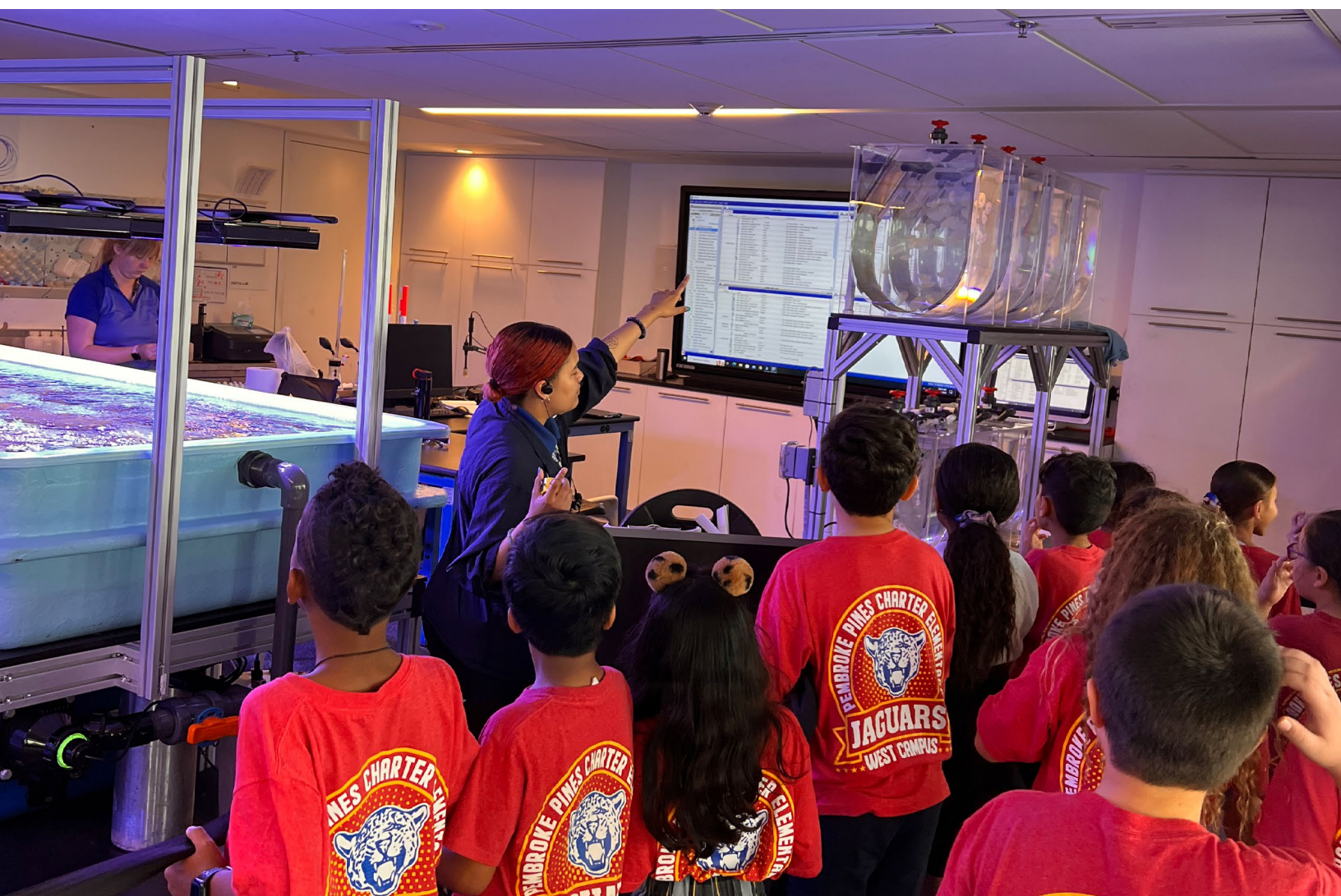
- ✓ Learning Labs are available for an additional \$5 per student (there is no additional chaperone charge).
- ✓ Learning Labs have limited availability and must be booked at least two weeks in advance.
- ✓ If you would like to add a Learning Lab onto your field trip, email fieldtrips@frostsscience.org to inquire about availability.

Learning Labs Day-of Information

- ✓ All Learning Labs take place on Level 5 of Frost Science in our Knight Learning Center classrooms 1 or 2.
- ✓ Your classroom assignment and number of students per classroom will be indicated on your field trip invoice.
- ✓ Learning Labs are 45-minute experiences. We recommend that field trips arrive on Level 5 for their Learning Lab 15 minutes in advance to have time to locate the classroom, check in with museum educators, and get students seated.
- ✓ If you have two Learning Lab sessions at one time, please split students into their classes when lining up for the Learning Lab.

Pro Chaperone Tip!

Take advantage of our [educator resources](#)! Explore Frost Science lessons on CPALMS that connect to learning labs or visit us again at an upcoming teacher professional development opportunity.



Lunch & Science Store

Lunch

Frost Science has two main options for field trip lunches:

- ✔ You can bring your own lunches.
- ✔ You can pre-order lunches from Food@Science.

Bringing Your Own Lunch

- ✔ Please bring all packed lunches in a sturdy cooler or box clearly labeled with your group name.
- ✔ Upon arrival at Frost Science, museum staff will be waiting by the bus unloading area with blue bins.
- ✔ Please assist our staff in loading your lunch coolers/boxes into these bins.
- ✔ Our team will securely store your lunches while you explore the museum and then meet you at your designated lunch time and location for you to pass out your students' lunches.

Pre-ordering Lunches from Food@Science

- ✔ Field trip lunches can be pre-ordered from Food@Science [here](#).
- ✔ Lunches must be pre-ordered at least one week in advance of your field trip date. No changes or cancellations can be made after this date.
- ✔ If you have any questions regarding ordering field trip lunches or need to make changes to an existing order before the one-week deadline, please contact cielo.massola@constellationculinary.com.
- ✔ Lunches may be picked up between 11:00 a.m. and 2:00 p.m. at Food@Science on Level 1 of the museum. Chaperones can be sent into the food pickup window to pick up lunches while students and remaining chaperones go to the assigned lunch location.



Where to Eat Lunch

- ✓ After check-in, all chaperones will be given a field trip schedule that will include a designated 30-minute lunch time and lunch location.
- ✓ These lunch times and locations cannot be changed on the day of the field trip.
- ✓ Please note that field trip lunch areas are outdoors, and seating may be limited.
- ✓ At the end of your field trip, our team will meet you at your bus with your remaining lunch containers.

Food@Science and Coffee@Science Day-of Purchases

- ✓ Food and beverages are available for purchase on Level 1 of the museum. Seating in these areas is reserved for general museum guests. Field trip groups are asked to sit in their assigned lunch areas.
- ✓ Only 10 students and 1 chaperone are permitted inside Food@Science at a time.
- ✓ Unsupervised students will be asked to leave.
- ✓ Food and beverages are not permitted inside the museum except in designated locations. Students and chaperones seen inside the museum with food and drinks will be asked to dispose of them.

Visit the Science Store

- ✓ Take Frost Science home with you! All field trip groups are welcome to stop by the Science Store before leaving the museum.
- ✓ The Science Store is located on Level 1 of the museum and can be accessed through the Power of Science exhibition or near the main museum entrance.
- ✓ While visiting the Science Store, please ensure students are properly supervised by only sending small groups in at a time.

Pro Chaperone Tip!

Want to pre-order Science Store souvenirs for your students? Let our reservations team know by emailing fieldtrips@frostsscience.org. The Science Store add-on is an additional \$8 per student.





Student and Chaperone Behavior Policy

- ✓ Chaperones must supervise students at all times during the field trip. Students must always be escorted by an adult chaperone and cannot roam the museum alone under any circumstances, regardless of student age.
- ✓ Chaperones must ensure that all students are using appropriate, respectful behavior while visiting the museum. We ask that chaperones make sure students are not running, shouting, disrespecting museum staff, or damaging museum property.
- ✓ If students or chaperones are not complying with museum rules, museum staff reserves the right to ask the group to leave.
- ✓ While visiting the museum's live animal exhibits, chaperones must closely supervise students and ensure students are following all museum guidelines. If students cannot follow museum guidelines around live animals and/or do anything that may potentially cause harm to live animals, the group will be asked to leave the area immediately.

Live Animal Exhibition Guidelines

- ✓ Mary M. and Sash A. Spencer Aviary, Level 4: Inside the aviary, museum guests are strictly prohibited from touching the animals or water. Students observed doing so will be asked to leave the exhibit.
- ✓ Florida Bay Touch Experience, Level 4: While participating in sting ray touch, all guests must follow museum guidelines and instructions from the Frost Science staff member on duty. These include not reaching past the elbow to touch the animals, and only touching the animals on their wings with two fingers as described on exhibit signage. Visitors not adhering to these guidelines will be asked to leave the exhibit.



Prohibited Items

Bags or Purses

For expedited entry into the building, we encourage groups not to bring any bags, other than those for lunches. Exceptions will be made for small bags or purses smaller than 14”x12”. If your bag exceeds these dimensions, complimentary secure bag storage is available. Medical bags are permitted. Suitcases, backpacks and duffel bags must be stored upon entry with a Guest Experience Ambassador, and all bags will be held until departure.

To enter the museum, your group will pass through metal detectors staffed by security officers. Our security officers reserve the right to review bags upon entry and prohibit bags that may damage the exhibits or compromise security. Please note that all personal items are the sole responsibility of the owner. Staff are not responsible for unattended bags or belongings.

Other Prohibited Items

- ✓ Weapons of any kind
- ✓ E-cigarettes/cigarettes, illegal drugs, alcohol
- ✓ Bicycles, wheel-heeled sneakers, scooters, skateboards, hoverboards, etc.
- ✓ Laser pointers
- ✓ Tripods, monopods or large selfie sticks
- ✓ Balloons, inflatable beach balls, etc.
- ✓ Food and drink other than water is only allowed in designated areas, and never allowed inside exhibition galleries.

Leaving Frost Science

We hope you had fun with us! 15 minutes before leaving the museum, contact your bus driver to make sure they will be in the bus bays when you and your students exit the museum.

Ask all chaperones and students to make sure they have all of their belongings before departing the museum.

Want to stay up to date on educational opportunities at Frost Science? Sign up for our newsletter [here!](#)

Pro Chaperone Tip!

Read through these rules with your students before your field trip to set behavior expectations.

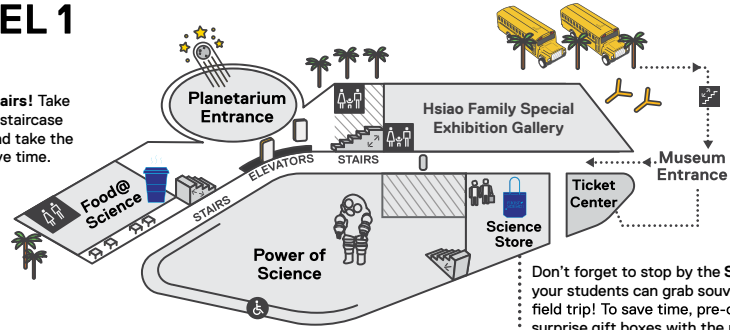


Museum Floor Plan

-  STAIRS
-  ELEVATORS
-  RESTROOM
-  FAMILY RESTROOM
-  CAFÉ
-  NON-PUBLIC AREA

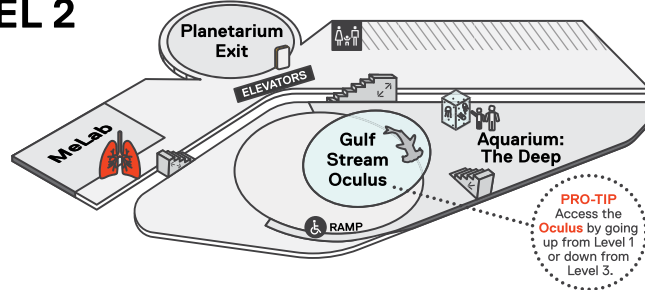
LEVEL 1

Pro Tip
Take the stairs! Take note of our staircase locations and take the stairs to save time.



Don't forget to stop by the Science Store so your students can grab souvenirs from their field trip! To save time, pre-order science surprise gift boxes with the reservations team.

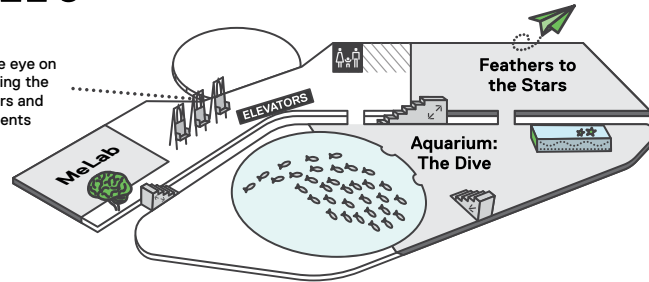
LEVEL 2



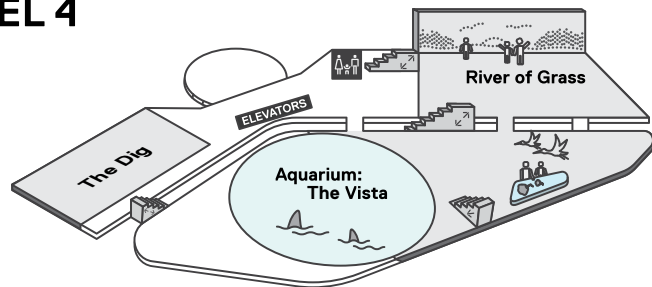
PRO-TIP
Access the Oculus by going up from Level 1 or down from Level 3.

LEVEL 3


Pro Tip
Keep a close eye on students using the gravity chairs and ensure students take turns.




LEVEL 4




Pro Tip
Keep a close eye on students in live animal areas. We want to keep our animals and your students safe! Groups who do not adhere to museum guidelines will be asked to leave these exhibits.

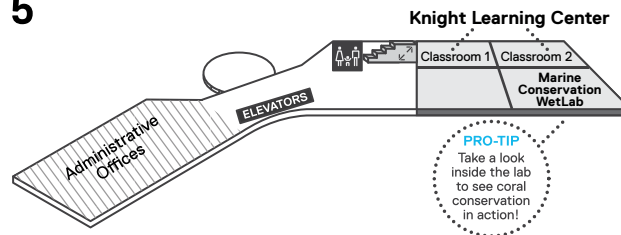
 For the safety of our animals and divers, please, no flash photography.

 Food, drinks, gum and smoking are not allowed in museum galleries and exhibitions.

 All galleries and exhibitions are wheelchair accessible.

 Frost Science is a smoke-free facility. No smoking or vaping on property.

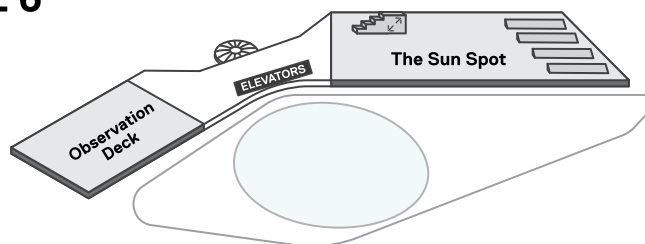
LEVEL 5



Pro Tip
If you have a Learning Lab, it will take place in Knight Learning Center classroom 1 or 2.

PRO-TIP
Take a look inside the lab to see coral conservation in action!

LEVEL 6 (ROOF)



Pro Tip
Snap the perfect class pic using the stunning Biscayne Bay as your backdrop.