



Dear Educator:

Thank you for your interest in the educational programs at Lyonia Environmental Center (LEC)! By planning a field study to LEC, you are providing an opportunity for your students to learn about a unique ecosystem, the Florida scrub. Our goal at LEC is to provide visitors with a unique insight into Volusia County's ecosystems. Lyonia Environmental Center promotes an understanding of the County's natural environment, the heritage it sustains, and the challenges it faces.

Once you have read through the packet, please complete and return the registration form (via mail, fax or e-mail) and include a copy of your tax-exempt form to the Education Department at the LEC, **NO LATER THAN 10 DAYS IN ADVANCE OF YOUR FIELD STUDY DATE!**

All attendees (teachers, chaperones, students, etc.) must complete a Participant Release of Liability/Photo Release form prior to participating in the program (parent/guardians' signatures are required for students under the age of 18). Please remember to bring each liability form with you on the day of your program. Participants without completed liability forms **WILL NOT BE ALLOWED** to engage in the program.

We do require that the minimum ratio of chaperones to students is one chaperone per ten students. Payment can be made prior to your visit, upon arrival, or your school can be invoiced for your visit. We accept cash, credit cards or checks payable to **County of Volusia Lyonia Environmental Center**.

Upon arrival, an LEC staff member will be outside to greet you upon arrival and collect liability forms as well as provide directions for the restroom, student assembly area and the storage location for lunches/coolers. If your arrival and or departure time have changed since submitting your registration form, please notify us as soon as possible.

**If traveling by bus, please provide each driver a copy of the Bus driver map. (See separate attachment)**

This map shows the locations of the following:

- Student pick up/drop off
- Bus parking
- Lunch storage area
- Student assembly area

#### **DAY OF PROGRAM CHECKLIST**

- Bring signed liability forms for each participant including students, teachers & chaperones. Each person attending **MUST** have the form in order to participate in the program!
- **Bring form of payment**
- Provide drop off/pick up/parking map for bus driver.
- Have name tags for each participant.
- Have groups divided into 3 groups (as close to equal numbers as possible) unless you have been otherwise directed
- Breathe.....we are going to have a great day!

## **STUDENT & CHAPERONE EXPECTATIONS**

Students are expected to behave properly at all times. If a student is disrupting the learning of other students, depending on the severity of the conduct, he/she may be asked to sit aside and not participate in the program. Discipline, if needed, is to be handled by the teacher or a designated chaperone.

We love our chaperones! We ask that chaperones always stay with their assigned groups. Chaperones are invited to participate in educational programs at the LEC, but we do ask that participation does not take away from the students' degree of learning. We ask that chaperones allow students to answer questions and that they do not interrupt the LEC instructor or the students' learning experience. If a chaperone or teacher needs to take or make a phone call, we ask that you step away from the group as not to disturb the activity/lesson. Please set a good example for the students by exhibiting good listening skills and limiting side conversations. We want every aspect of the programs at the LEC to be fun and educational!

## **COMMON QUESTIONS & ANSWERS**

### **Is lunch provided or may we bring a bagged lunch?**

You may bring a bagged lunch with you on your trip. Please be aware the LEC does not have microwave, refrigeration or other appliance use available for visitors. Coolers may be stored on our back deck or individual lunches may be stored in the LEC classrooms for the duration of the program and distributed at lunch time. Large groups may enjoy their meal in the outdoor amphitheater located behind the LEC. Groups of 30 OR less may have the option of eating in the Pavilion located at the trail head to Lyonia Preserve. Both the amphitheater and pavilion are subject to availability. Please make sure all trash is cleaned-up and placed in the appropriate bins before leaving the site. By placing trash in the bin, you can help to eliminate food debris that could attract wildlife, adversely affecting their feeding behavior.

If you have any questions, feel free to contact me via e-mail at [mhughes@volusia.org](mailto:mhughes@volusia.org) or by phone at (386) 789-7207 ext #21027. I look forward to seeing you and your students soon!

Sincerely,

Melissa Hughes  
Public Program & Scout Coordinator  
Lyonia Environmental Center  
2150 Eustace Avenue  
Deltona, FL 32725  
Email: [mhughes@volusia.org](mailto:mhughes@volusia.org)  
Phone: (386) 789-7207 Ext. #21027  
Fax number: (386) 789-7537

Day/Date of Trip \_\_\_\_\_

***Lyonia Environmental Center Field Trip Registration Form***

Name of School/Organization: \_\_\_\_\_

Contact person: \_\_\_\_\_

Address: \_\_\_\_\_

Phone/Fax number: \_\_\_\_\_

Email address: \_\_\_\_\_

Approx. time of arrival: \_\_\_\_\_

Approx. time of departure: \_\_\_\_\_

Grade Level: \_\_\_\_\_ Number of Students: \_\_\_\_\_

Number of Chaperones: \_\_\_\_\_


Programs/activities: (Approximately 1.5-2 hrs.)

1. **Dare to Discover** (Exhibit Gallery tour & Saltwater touch tank experience)

2. **Remarkable Reptiles** (Live animal encounter)

3. **Skulls, Tracks & Scat** (Students will learn how animals use their unique skins and skulls to survive, includes a mini lesson and matching game.)

**OR**

 **Amazing Arthropods** (This activity explores insects, how they see, what they eat, who eats them, and the many benefits they provide. Get up close and personal with some of our arthropod ambassadors.)

**Will you be eating lunch at the LEC?**

YES

NO

**Payment Information (For office use only):** Please make checks payable to: *County of Volusia Lyonia Environmental Center*

**Standard Program (1.5-2 hrs-not including lunch time)**

\$3.00 per student

\$6.00 per adult

1 free adult for every 10 students

\_\_\_\_\_ # of students x \_\_\_\_\_ = \_\_\_\_\_

\_\_\_\_\_ # of chaperones x \_\_\_\_\_ = \_\_\_\_\_

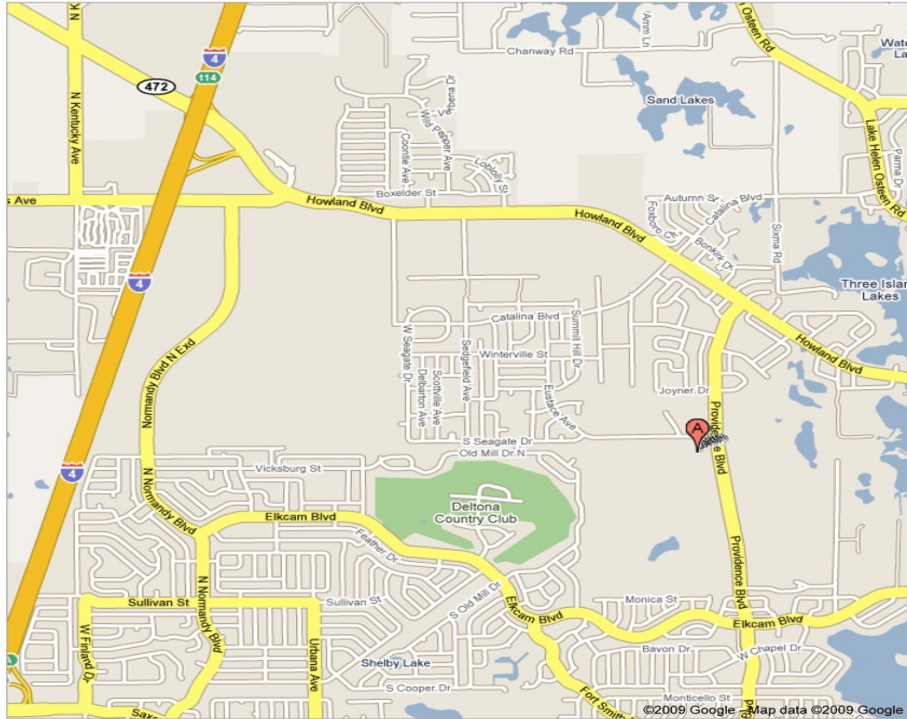
TOTAL: \_\_\_\_\_

**Mail, fax, or email completed form to:**

**Attention: Lyonia Environmental Center/Melissa Hughes**

**2150 Eustace Avenue, Deltona, FL 32725**

**Phone: (386) 789-7207 Ext. #21027 Fax: (386) 789-7537 Email: mhughes@volusia.org**



## Lyonia Environmental Center 2150 Eustace Ave., Deltona, FL 32725

- Take I-4 to EXIT 114 (SR-472 exit), toward DELTONA/DELAND
- Merge onto FL-472 E.
- FL-472 E becomes CR-4145 E/HOWLAND BLVD.
- Turn RIGHT onto PROVIDENCE BLVD/CR 4155.
- Turn RIGHT onto EUSTACE AVE.
- Take first LEFT into the Deltona Regional Library Complex and Lyonia Environmental Center.

