



FIELD TRIP EXPERIENCE RESERVATION PROCESS



2022-23 ACADEMIC YEAR

TO COMPLETE A RESERVATION REQUEST:

1. Read through the [Session Highlights](#), [More Information](#), and [COVID-19 Protocols](#) documents to familiarize yourself with the field trip options and reservation process.
2. Fill out the attached **Reservation Request Form**.
 - 🌿 This form is a workable document to be filled out electronically.
 - 🌿 Refer to the program calendar at tampabaywatch.org/fieldtrips for dates of availability prior to selecting your dates. Please list a few date options.
3. Email the completed **Reservation Request Form** to the Director of Education, Katie Mastenbrook, at kmastenbrook@tampabaywatch.org.
4. The director reviews and fulfills reservation requests on a first-submitted basis. Schedules and daily agendas will be drafted accordingly.
5. The director will send a confirmation email containing an agenda for your field trip date and an invoice, if applicable.
 - 🌿 Your date is not secured until a confirmation email is received.
 - 🌿 Please review your agenda and invoice and contact us as soon as possible if requesting modifications.
6. Payments must be made in full prior to the day(s) of your scheduled field trip.
7. A **reminder email** will be sent one month prior to your program with information on how to prepare for your visit.
 - 🌿 Please respond with any updates if applicable.



FIELD TRIP EXPERIENCE SESSION HIGHLIGHTS



2022-23 ACADEMIC YEAR

SESSION HIGHLIGHTS:

- 🌿 **Introduction to Tampa Bay Watch** – This presentation is given at the start of all field trips. The introduction discusses estuary ecology, watershed dynamics, and what Tampa Bay Watch is doing to promote stewardship of the bay through education and restoration.
- 🌿 **Lab Sessions** – Participate in our field and science-based activities in our Marine Education Center or outdoor wet labs.
 - **Classroom Boat Otter Trawl** – Come aboard our 32' Coast Guard-certified classroom vessel to explore the bay habitats. Using an otter trawl net, animals are collected and students investigate native species and their unique adaptations.
**30-person total max; available seasonally*
 - **Coastal Cleanup** – Reduce, reuse, recycle, and rethink your connection to your local bodies of water. Students participate in a local beach cleanup and submit their findings to the Ocean Conservancy worldwide database.
 - **Invertebrate Investigation** – Roll up your sleeves and get up-close and personal with the animals that live in the Tampa Bay estuary. Students interact with various invertebrates, practicing observation skills and scientific classification.
 - **Microplastics** – Discover firsthand one of the leading threats to our oceans. Students collect and analyze local water samples for the presence of plastic. Data is contributed to the Florida Microplastic Awareness Project, monitoring the entire state of Florida.
**Grades 7 and up*
 - **Plankton Encounter** – Investigate the vast amount of life within a water drop. Students collect and identify plankton using microscopes, as well as learn about its role in ocean health.
 - **Sea Turtle Nesting** – Become a sea turtle biologist for the day. Students engage in a mock sea turtle nest monitoring and excavation, learning about basic sea turtle ecology and conservation efforts.
**Grades 6 and up*
- **Seine the Bay** – Experience the Tampa Bay estuary like never before. Students venture into shallow seagrass beds and use scientific collection nets to collect and identify nearshore animals and discuss the relationships between our coastal habitats and their inhabitants.
**Grades 2 and up; available seasonally*
- **Squid Dissection** – Take a close look at the world of mollusks. Students participate in a squid dissection to learn about the anatomy of squid and their unique adaptations.
**Grades 5 and up*
- **Water Quality** – Learn about the basic chemical properties of water and their impact on marine life. Students use scientific tools to measure the quality of our local waters and submit their findings to Earth Echo International, monitoring the health of water across the globe.
**Grades 6 and up*
- **Oyster Diversity** – Students explore life within an oyster community. Oysters are a valuable bay resource. During this lab, students learn about the importance of oysters as a habitat of the Tampa Bay Estuary, taking a close look at clusters of oyster reefs and the various invertebrates and fishes that make it home.
**Grades 4 and up*
- 🌿 **Full-Day Programs**
 - **Kayak Tampa Bay** – Paddle through pristine Shell Key Preserve which boasts rich mangrove forests, seagrass flats, and shallow waters teeming with marine life. Students learn introductory paddling skills while exploring the unique estuarine habitats.
**28-person total max, grades 6 and up, available seasonally*
 - **Snorkel Tampa Bay** – Dive into the Tampa Bay estuary. Students snorkel over sand flats and seagrass beds, taking an up-close look at the biodiversity within. With dip nets, animals are collected for observation.
**30 person total max, grades 6 and up; available seasonally*



FIELD TRIP EXPERIENCE MORE INFORMATION



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GENERAL:

- Field trip experiences are 3.5 hours in duration.
- Each field trip includes an "Introduction to Tampa Bay Watch" presentation and a 30-minute lunch break.
- Groups must provide their own transportation and lunches.
- Teachers and chaperones are responsible for student discipline if necessary.
- Group sizes up to 50 maximum participants. Pricing is based upon group size, not individual student count.
- All field trip experiences are limited to two labs a day.

PROGRAMS:

- Review the *Session Highlights* document for descriptions of each of our programs.
- Select your preferred programs, keeping grade level requirements and number of total participants in mind.

TRANSPORTATION:

- Tampa Bay Watch is located at 3000 Pinellas Bayway South, Tierra Verde, FL 33715.
- Transportation rental companies that frequent our facility include Escot, Recreation Express, Astro Bus, and Assured Transportation.
- If the group is carpooling, please indicate on the reservation request form under the "mode of transportation" section.

PARKING:

- Tampa Bay Watch has a designated bus parking spot onsite. Bus parking maneuverability can be challenging once onsite, as facility parking space is limited.
- Overflow parking for buses or carpooling groups is available in the grass across the road from the facility. Please do not block the sidewalk.

DATES:

- Specify the dates you are available to visit, in order of preference.
- Requested dates are not guaranteed; reservations are made on a first-submitted basis.
- Date(s) is not secured until you receive a confirmation email with an agenda and invoice.

GROUP SIZE:

- Tampa Bay Watch can accommodate a maximum of 50 students in a field trip day. The program allows for an additional 1:5 ratio for chaperones and teachers. (Maximum 10 additional).
- If you have more than 50 participants, you will need to schedule multiple dates.
- The classroom boat can accommodate a maximum of 30 participants (students and adults) at one time.

PAYMENT:

- All field trip fees are due prior to the first day of scheduled field trip experiences.

FINANCIAL ASSISTANCE:

- The Estuary EDventures program receives private donations and grants to provide funding assistance for Title I public schools and other public school groups that meet assistance criteria (e.g. free and reduced lunch program, overall academic performance, etc.).
- Financial assistance is not guaranteed and is applied on a first-requested basis. Please indicate on the reservation request form if your school meets qualifying criteria.

CANCELLATION POLICY:

- Tampa Bay Watch reserves the right to cancel a field trip at any time. In the unlikely event this occurs, a full refund will be issued.
- If a school does not notify about cancellation of a field trip within 10 business days of the date of their field trip, Tampa Bay Watch reserves the right to collect field trip fees for the entirety of the planned field trip.



FIELD TRIP EXPERIENCE MORE INFORMATION



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EXAMPLE SCHEDULES

Example: One class (up to 25 students)

9:30	Arrival
9:30-10:00	Introduction to Tampa Bay Watch
10:00-11:15	Classroom Boat Otter Trawl
11:15-11:45	Lunch Break
11:45-1:00	Plankton Encounter
1:00	Departure

Example: 2 classes, 25-50 students

9:30	Arrival
9:30-10:00	Introduction to Tampa Bay Watch
10:00-11:15	Group A: Classroom Boat Otter Trawl Group B: Plankton Encounter
11:15-11:45	Lunch Break
11:45-1:00	Group A: Plankton Encounter Group B: Classroom Boat Otter Trawl
1:00	Departure

FIELD TRIP EXPERIENCE PRICING

Program List	Price	Minimum Grade Level
Lab Sessions <ul style="list-style-type: none"> • Coastal Cleanup • Invertebrate Investigation • Microplastics • Plankton Encounter • Sea Turtle Nesting • Seine the Bay • Squid Dissection • Water Quality • Oyster Biodiversity 	\$150 per 25 students	Microplastics: 7 th grade and up Sea Turtle Nesting: 6 th grade and up Seine the Bay: 2 nd grade and up Squid dissection: 5 th grade and up Water Quality: 6 th grade and up Oyster Biodiversity: 4 th grade and up All ages for all other lab sessions.
Classroom Boat Otter Trawl	\$250 per trip (maximum 30 passengers per trip)	All ages
Snorkel Tampa Bay	\$400 per trip	30 person total max, grades 5 and up; available seasonally.
Kayak Tampa Bay	\$400 per trip	6 th grade and up <i>*30-person total max, available seasonally</i>

HEALTH AND SAFETY

Tampa Bay Watch is committed to providing a safe and healthy environment for our visitors and staff. In compliance with CDC guidelines and local ordinances, Tampa Bay Watch has implemented a COVID-19 Preparedness Plan in response to the pandemic. Our goal is to reduce the potential for transmission of COVID-19, requiring full cooperation of all visitors and staff. As we do our due diligence to ensure everyone's safety, we kindly ask visitors to please be mindful and responsible outside of the facility, and to communicate any illness within their household. We ask that if a student, chaperone, or teacher is ill, exhibiting symptoms, or has been exposed to COVID-19, they remain at school or at home and refrain from attending the field trip program. Through this cooperative effort, we can maintain the safety and health of our visitors and staff. Please also keep in mind that Tampa Bay Watch reserves the right to modify or discontinue field trips, if necessary, to maintain safe operations. We sincerely appreciate your cooperation and understanding during this unprecedented time.



FIELD TRIP EXPERIENCE RESERVATION REQUEST FORM



2022-23 ACADEMIC YEAR

STEP 1: ABOUT YOU AND YOUR SCHOOL

(All fields required)

Full name: _____

Contact name of chaperone on visit day (if different): _____

Phone: _____ Personal phone # (optional): _____

Email: _____

School name: _____

School address: _____

City: _____ State: _____ Zip: _____

County: _____

STEP 2: GROUP AND SIZE INFORMATION

(All fields required)

Type of school: Public Private Other

Requesting financial assistance if available (Please elaborate below)

(e.g. Title I school, participation in free lunch program, low academic performance):

Number of students attending program:* _____

**(If more than 50, you must schedule two field trip days)*

Grade level attending: _____

Number of teachers/chaperones attending: _____

Mode of transportation to field trip: Bus Carpooling How many vehicles? _____

SPECIAL NEEDS

Please make it known if any member of your group has a physical or intellectual impairment, and if you will need accommodations from Tampa Bay Watch staff.

STEP 3: SELECT DATES & TIMES

Please refer to the program calendar at tampabaywatch.org/fieldtrips for dates of availability prior to selecting your dates. If the date(s) is available, your group will be scheduled within your requested date and time frame. List several choices (particular dates/weeks) in order of preference:

1. _____

2. _____

3. _____

4. _____

Earliest possible arrival time (starting at 9 AM): _____

Latest possible departure time: _____



FIELD TRIP EXPERIENCE RESERVATION REQUEST FORM



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SCHOOL NAME:

LABS: \$150-250 EACH

SELECT ONE TO TWO LABS FOR A GROUP SIZE OF 25 STUDENTS OR LESS.
SELECT TWO LABS FOR A GROUP SIZE OF 25-50 STUDENTS. GROUPS OF 25+ WILL
DO EACH LAB TWICE AND WILL BE CHARGED ACCORDINGLY.

**CLASSROOM
BOAT OTTER
TRAWL - \$250**

**30-person max*

COASTAL CLEANUP

**Citizen Science
Service Learning

**INVERTEBRATE
INVESTIGATION**

MICROPLASTICS

**Grades 7 and up
Citizen Science

**PLANKTON
ENCOUNTER**

**SEA TURTLE
NESTING**

**Grades 6 and up*

SEINE THE BAY

**Grades 2 and up*

**SQUID
DISSECTION**

**Grades 5 and up*

WATER QUALITY

**Grades 6 and up
Citizen Science

OYSTER BIODIVERSITY

**Grades 4 and up*

FULL-DAY PROGRAMS: \$400 EACH

KAYAK TAMPA BAY

**Grades 6 and up
30-person total max, available seasonally

SNORKEL TAMPA BAY

**28-person total max, grades 6 and up,
available seasonally*