

## FIELD TRIP GUIDE

Thank you for choosing the Kansas City Zoo as your field trip destination. Please review and share this packet with fellow teachers, chaperones, and bus drivers. We are happy to answer your questions at [Education@fotzkc.org](mailto:Education@fotzkc.org) or (816) 595-1765!

### **Admissions for School Groups, Homeschools, licensed Daycares and Preschools:**

*If your group is not one of the above, contact [GroupSales@fotzkc.org](mailto:GroupSales@fotzkc.org) or call (816) 595-1220*

#### **In Zoological District: (Clay or Jackson Counties, MO)**

- All student tickets are free once a school year with advance reservations.
- 1 adult receives free admission for every 10 students; extra adults will be charged the school admission rate of \$7.
- Without a reservation, all admissions are student rate of \$7.
- Current FOTZ members are free with their card & ID.

#### **Outside of Zoological District:**

- All student tickets are \$7 with advance reservations.
- 1 adult receives free admission for every 10 students; extra adults will be charged the school admission rate of \$7.
- Without a reservation, all admissions are at full Zoo admission prices.
- Current FOTZ members are free with their card & ID.

#### **Chaperones:**

- Zoo Supervision Policy: one (1) teacher or adult chaperone is required for every ten (10) students.
- Additional adult chaperones are \$7 student admission rate. Fees can be prepaid or paid day of visit.
- **Chaperones must accompany students at all times** while in the Zoo, including the gift shop, shows and restaurants.
- Unescorted students may cause the whole group to be asked to leave the Zoo.

#### **Rides:**

- All rides are full price, there are no discounts for the zoological districts.
- Unused tram wristbands or paper round-trip tickets may be redeemed for one-way tram rides or updated to a round trip tickets by paying an additional \$1. Please arrange this before your visit by calling our reservations team.
- Groups may be split up for rides.
  - Capacities: Tram: 100; Train: 35; Carousel: 45; Boat: 30; Sky Safari: 160 (*3 people maximum per seat & children under 42" must ride with an adult*).

## Things to Consider Before Your Field Trip

- Unpaid groups may not enter the Zoo until final payment is made. For a quicker entry--consider paying in advance!** Contact us before your field trip to finalize numbers and make final payment. You may also pre-purchase rides tickets.
- Review your receipt for the correct information.** To make changes or corrections, contact Education at 816.595.1765 or email [education@fotzkc.org](mailto:education@fotzkc.org) with your order number.
- Print and bring a copy of your emailed receipt.** Student wristbands will be issued upon check-in and then worn to enter at the greeter station. You may pick these up in advance and place on students prior to arrival.
- No refunds** will be given for pre-paid admissions or rides. Admissions tickets may be issued for future use by written request and can be mailed or held for pick-up.
- Review Zoo Safety Rules with your students and chaperones.**

Groups not respecting Zoo rules will be immediately escorted from Zoo grounds by security staff and will not be issued refunds. *Shoplifting, graffiti and vandalism will all be prosecuted.*

  - Chaperones are to remain with students at all times.
  - Respect the animals: keep voices at reasonable level; don't touch, tease, feed, or disrupt normal animal behavior.
  - Walk on designated paths only.
  - Leave no trace: use trash and recycling bins; leave native animals, flowers, and plants alone for other visitors to enjoy.
  - Be courteous and respectful of other visitors.
- Zoo hours.** Labor Day to Memorial Day, the Zoo is open 9:30am - 4:00pm daily.  
Memorial Day to Labor Day, the Zoo is open 8:00am - 4:00pm weekdays and 8:00am - 5:00pm weekends.

## Arrival

- Buses/Unloading:** *handicap buses notify education staff for designated unloading instructions*  
**April through June (M-F): Bus queues are managed by Zoo Education staff.** Buses will unload in designated zone and park in **Cheetah lot** (*see map included in this packet*).  
**All other months (M-F):** Buses will unload in designated zone and park in **Cheetah lot** (*see map included in this packet*).
- Lunches: Groups are responsible for their own lunches.** There is no lunch storage area in the Zoo or in the Education building entrance. Have students carry their lunch or store in vehicles.

- Check-In:** *Know the exact counts of your group: students, adults, and children under 2 years.*  
April through June (M-F)

**Prepaid groups-**Lead teacher packet (student wristbands, chaperone stickers, maps) pick up at bus unloading zone. Place wristbands on students ASAP.

**Non-prepaid groups-**packet pick up at membership tent or inside education office.

All other months (M-F), **prepaid and non-prepaid groups** – proceed directly to the education office for packet pickups and or to make final payments.

- Entry:** Student wristbands and chaperone stickers must be on before entering the ticket stations.

**Departure** *Partial groups will not be loaded. Buses that have been called but are still waiting for students will be removed from the unloading zone.*

- Request for bus/loading:**  
**April through June (M-F):** Proceed to the membership tent and notify education staff who will then prompt your driver to get in the bus loading queue. Do not advance your class to the loading zone until instructed by education staff.  
**All other months (M-F):** Exchange phone numbers with the bus driver and notify them directly when your group is ready to be loaded. Class proceeds directly to the loading zone.
- Loading will occur at same unloading zone in the Cheetah lot.** Allow a minimum of 30 min to return to buses on busy days.

## TIPS FOR BUS DRIVERS: Exchange field trip information with your teacher contact:

School Name: \_\_\_\_\_ Date of Field Trip: \_\_\_\_\_

Teacher Contact: \_\_\_\_\_ Cell Phone Number: \_\_\_\_\_

Lunch Time: \_\_\_\_\_ Departure Time: \_\_\_\_\_

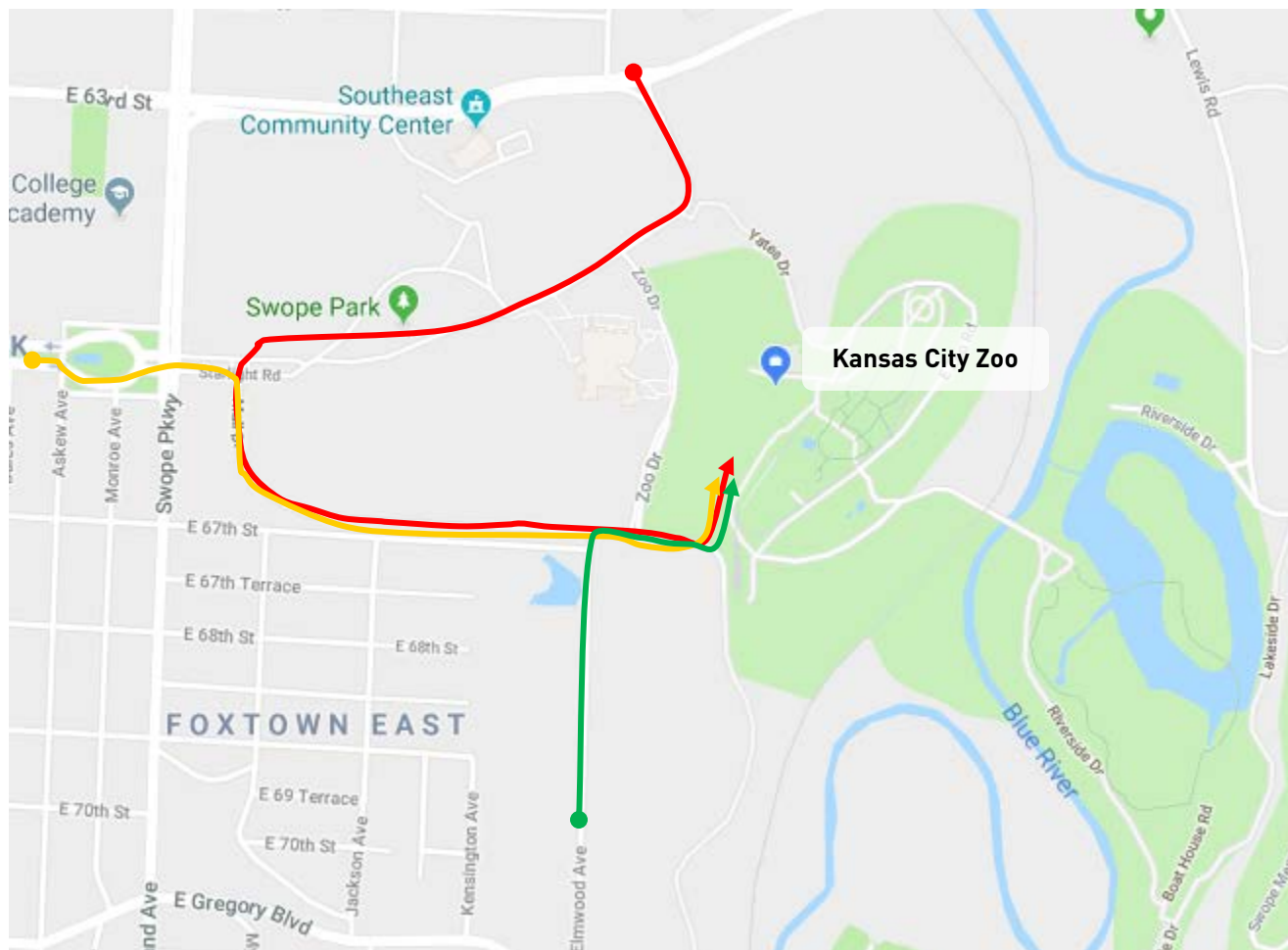
### Arrival

- All buses are directed to arrive via Mall Drive, and enter Cheetah lot via the southeast entrance (see map on following page).
- Unloading Zone: pull as far forward as possible and unload quickly. Wristbands should be placed on students after they exit the bus.
- Ensure everyone in your group knows the departure time.
- Know the plan for **lunchtime**. If lunches are staying on the bus, ensure someone can get them.
- After unloading, buses park in the designated area of Cheetah lot.
- Zoo admission is free** for all bus drivers with identification.

### Departure

- Wait in the Cheetah parking lot.** During April through June, Education staff will call for buses to enter the loading zone. In other months, teachers will contact you to pull into the loading zone.
- When everyone is loaded, **exit through the Cheetah parking lot.**

## BUS ROUTE THROUGH SWOPE PARK



- **For buses coming from 63<sup>rd</sup> St or I-435:** Turn onto Starlight road. Follow the road as it curves past Starlight Theatre, heading west. Turn left onto Mall Drive just before the Swope Park Gates. Follow Mall Drive as to the Zoo parking lots. See next page for more detail.
- **For buses coming from Gregory:** Turn onto Elmwood Avenue, then head straight until you come to Mall Drive. Turn right at Mall Drive and proceed to the Zoo parking lots. See next page for more detail.
- **For buses coming from Hwy 71:** Take the Meyer Blvd Exit and head east on Meyer. Go straight at the intersection with Swope Parkway to enter the park. Immediately turn right on Mall Drive and follow it to the Zoo parking lots. See next page for more detail.

# BUS ARRIVALS/DEPARTURES MAP

