



Welcome and thank you for choosing the Oklahoma City Zoo and Botanical Garden as your field trip destination! Our mission is to better connect with you and your group with wildlife and wild places. To do this, we've put together simple guidelines to help your group have the best experience possible. If you have any questions, please feel free to contact us at guestrelations@okczoo.com or call (405) 425-0262.

Field Trip Guidelines

Please review the following behavior expectations with your students and chaperones.

1. **Stay with your group.** Students and adult chaperones must stay with their groups at all times – in the gift shop, picnic areas or inside The Canopy Food Court.
2. **Be courteous and respectful of other visitors.** Speak softly as you walk through the Zoo (you'll see more by taking your time rather than rush by the exhibits). Be respectful of the animal habitats, animals, gardens and Zoo buildings.
3. **Be safe.** Please stay do not climb or sit on railing and fences.
4. **Keep the gardens beautiful.** Please do not pick the flowers, bamboo, climb trees or walk through flowerbeds; we are a botanical garden and a lot of our plant species are rare. Remember to recycle. Put litter in its place – conservation is a group effort.
5. **Help care for the animals.** Don't disturb them by tapping on the windows. Speak softly. Loud noises may startle them. Don't chase the roaming animals like geese, ducks and peacocks; the Zoo is their home too. Our animals are on special diets. Please do not feed them.
6. **No sports equipment allowed.** For the safety of everyone visiting the Zoo, scooters, skateboards, inline blades, bikes, roller skates, any sports equipment, Frisbees and radios are NOT allowed on Zoo grounds.

Teacher Tips

BEFORE YOU GET TO THE ZOO:

- **Confirm your chaperones.** We allow one chaperone for every seven students.
- **Issue nametags.** Include the school and teacher's names and a phone number.
- **Review Zoo's field trip guidelines.**
- **Review your itinerary.** Discuss the day's plans, arrival/departure times and a meeting place.
- **Talk about what to do in case of an emergency.** Children are encouraged to ask for assistance at the Guest Services Office or from anyone wearing a Zoo badge or uniform.

HOW & WHERE DO WE CHECK IN?

- **VANS AND CARS** can enter and park in the Zoo's main parking lot.
- **BUSES** must enter the Zoo off Martin Luther King by turning West on NE 50th. This is the road BEHIND Science Museum of Oklahoma. Everyone must stay on the bus until greeted by a Zoo representative
 - **March – May:** During this busy season, a Zoo representative can check you in at the bus entry
 - **June – February:** During this slower group season, Group leaders can check the ticket window labeled "GROUPS"
- Everyone should be ready to quickly load and unload on the bus.

WHAT IF WE DIDN'T MAKE A RESERVATION?

- No problem! Please have **one** representative for your group check in at the front gate for groups that don't have a reservation, while the rest of the group gathers at the bus unload area.

PAYING IN ADVANCE

- If your attendance numbers are firm and you want to bypass the ticket booths, you may pay for your group the day before in the Guest Services office. On the day of your field trip, you can skip the line at the ticket booth and check in at Guest Services and then proceed to the turnstiles. **Changes in your reservation cannot be made at the turnstiles.**

PAYING ON THE DAY OF YOUR VISIT

- Only one group leader needs to go to the ticket window.
- You can pay by check, cash, credit card or purchase order.
- **All groups need to pay in one transaction.** Chaperones/accompanying adults that do not check in with the group will need to purchase admission tickets on their own at the regular price.
- Be ready to give the ticket booth cashier (1) your school's mailing address, (2) tax ID number and (3) the total number of people you are paying for.

WHAT ABOUT LUNCH?

- Zoo visitors are welcome to bring their own lunches.
- The Canopy Food Court and concession stands are open and offer a variety of items for purchase.
- Coolers are allowed. Glass containers and alcoholic beverages are not permitted on grounds.
- Feel free to utilize any of the Zoo's picnic facilities unless they are reserved for a company function. Coolers and lunches may also be stored in these areas.
- Lunches need to be unloaded by groups. Dollies are available on a first-come-first-serve basis from the Guest Services office. You will need an ID to check out a dolly and will leave it with Guest Services until you return it. Dollies must be returned in a timely manner, and may not be kept all day.

WHEN YOU'RE READY TO GO

- When the entire group is ready to leave, stop in at Guest Services and ask them to radio your bus.
- Buses can pull up to the bus loop and group entry plaza. Remember time is limited. There will be several buses trying to leave at once, so everyone needs to be ready to go.
- The Guest Services office can make a public announcement for your group if needed.

Chaperone Tips

Thanks for being a chaperone! Your role is an important one that helps create a positive experience for all.

- Know who is in your group.
- Students should stay with their chaperones.
- Know the day's itinerary including arrival/departure times and a meeting place.
- If a student is lost or injured, go to the Guest Services office located at the main entrance or find a Zoo employee for help.

Bus Driver Tips

ARRIVAL

- Parking at the Zoo is **FREE**.
- Buses will come through the bus loop on the West side of the Zoo, and drop students off at the corner. There will be a security officer to help with unloading and loading (**April and May**).
- Keep everyone on the bus and wait for a Zoo greeter (**April and May**).
- Make sure everyone in your group knows their departure time.
- **TIME IS LIMITED SO EVERYONE SHOULD BE READY TO UNLOAD QUICKLY.**
- Lunches need to be unloaded as well.
- After everyone unloads, a Zoo Security Officer will direct you to park across at Remington Park in a designated area.
- Zoo admission is **FREE** for all bus drivers with proper identification.

DEPARTURE

- **YOUR GROUP NEEDS TO BE READY AND WAITING AT THE BUS LOOP AND GROUP ENTRANCE PLAZA.**
- We ask that you wait for a Zoo Security Officer to inform you that your group is ready and to pull your bus up.
- The Zoo's parking lot is one way. Please exit and then come back through the group gate off Martin Luther King.
- Make sure everyone is accounted for and exit as normal.

More to the Zoo!

All Zoo adventures are seasonal and/or operate weather permitting.

Schedules are subject to change without notice.

These prices are for School Groups only.

- **Elephant Express:** The Zoo provides a shuttle from the Global Plaza that stops at the Joan Kirkpatrick Animal Hospital, Elephant Habitat, and the Bridge at the Rhino's. You can buy an all-day wristband for \$6.00 per person.
- **Choo Choo Train:** Located next to the Jungle Gym. \$2/person. Open 9 a.m. – 4 p.m.
- **Elephant Presentations:** Free presentations daily at 11:30am and 2 p.m. in the Elephant Pavilion.
- **Explorikeet:** Feed the Lorikeets in the Children's Zoo. Free to enter; Nectar is \$2.00 per cup. Open daily 9 a.m. to 4 p.m.
- **Endangered Species Carousel:** Located by Zoo Lake. \$2.00/person/ride.
- **Giraffe Feeding Platform** \$3.00/person. Open daily, weather permitting from 1pm-2pm.
- **Sea Lion Presentations:** \$2.00 /person. 2 & under free. Open daily, weather permitting at 1pm and 2pm.
- **Stingray Bay:** \$2.00/person, 2 & under free. Additional \$3 for cup of food daily 9:00 – 4:30p.m.
- **ZooZeum:** Enjoy the memories of the Zoo's 100-year legacy. Special exhibits change often. Next to the Elephant Pavilion.

Bus Entrance and Group Gate

