

# School Field Trips

## Reservation and Visit Information/Terms

### **Booking Requirements**

*Note: Bookings cannot be updated once processed. Please ensure all information is correct before finalization. If a school reserves incorrectly, your field trip may be canceled with no refund.*

#### **PAID FIELD TRIPS**

Must be accredited by the [Texas Education Agency](#) or the [Texas Private School Accreditation Commission](#).

##### **You will need:**

1. Name, address, and district of your school.
2. The total number of students and their grades.
  - a. Ensure all students enrolled in Special Education Services are booked under the correct ticket type for chaperone ratios.
3. Total number of chaperones (teachers and bus drivers included)
4. Number of buses
5. Name, phone number, and email of an official contact for booking.
6. A credit card (the only form of payment available).
7. Name and phone number for an emergency contact while on Zoo grounds the day of the field trip.
8. Pricing
  - a. Students: \$15
  - b. Complimentary Chaperones (determined by ratio below): Free
  - c. Additional Adult Chaperones: \$17
  - d. Additional Child tickets: \$15
  - e. Wildlife Carousel rides: \$3 per ticket
  - f. Processing Fees \$25

#### **FREE FIELD TRIPS**

Must be accredited by the [Texas Education Agency](#) or the [Texas Private School Accreditation Commission](#). Must be located within Houston City Limits or have [Title I Accreditation](#).

##### **You will need:**

1. Name, address, and district of your school.
2. The total number of students and their grades.
  - a. Ensure all students enrolled in Special Education Services are booked under the correct ticket type for chaperone ratios.
3. Total number of chaperones (teachers and bus drivers included)
4. Number of buses
5. Name, phone number, and email of an official contact for booking.
6. A credit card (the only form of payment available).
7. Name and phone number for an emergency contact while on Zoo grounds the day of the field trip.
8. Pricing
  - a. Students: Free
  - b. Complimentary Chaperones (determined by ratio below): Free
  - c. Additional Adult Chaperones: \$17
  - d. Additional Child tickets: \$15
  - e. Wildlife Carousel rides: \$3 per ticket
  - f. Processing Fees \$25

**COMPLIMENTARY CHAPERONE PROGRAM**

Paid and Free schools qualify for free chaperone tickets determined by the following ratios:

- One free adult to every one student enrolled in Special Education Services
- One free adult for every five students, grade Pre-K
- One free adult for every ten students, grades K-12

Teachers, staff, and bus drivers are considered part of this ratio. If additional tickets are required, they must be purchased at the time of booking to receive Field Trip Program pricing. Tickets are not available to purchase at the gate.

**BOOKING POLICY**

Bookings cannot be changed once processed.

*Please ensure all students enrolled in Special Education Services are booked under the correct ticket type for chaperone ratios.*

If additional student or chaperone tickets are needed after a booking is processed, an additional field trip reservation may be booked online (if available). If no further field trips are available for the chosen date, standard general admissions tickets will need to be purchased online either through discounted group tickets (20 or more individuals) or daytime admission tickets.

*Tickets purchased outside of the field trip booking will be at General Admission pricing.*

**CANCELLATION AND RESCHEDULE POLICY**

All tickets and processing fees are non-refundable and non-transferable.

If a school is unable to attend their field trip on the date booked, a new field trip reservation will need to be reserved online and the processing fee paid.

The Zoo is open rain or shine. We have many indoor facilities, and if you dress for the weather, you can still thoroughly enjoy your visit! If we do close for a major weather event, tickets will be refunded (all processing fees are non-refundable).

## ***Parking Information***

### **BUSES**

All buses will unload students at Hermann Park Drive curbside between Gates 4 and 7.

[View Map](#)

Zoo Rangers or Security Officers will assist teachers and students during unloading.

This area is designated as a bus parking area so buses may remain parked in this location after unloading.

*A security officer will patrol the area for the duration of the field trip.*

At the end of your visit, students, chaperones, and teachers will load the bus at the curb of Hermann Park Drive where the drop-off originally occurred. Rangers will ensure all students load buses safely.

### **OTHER VEHICLES**

All organizations and individuals that are not utilizing bus transportation will have multiple parking options in the area. For available options in the area, please see [here](#).

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**By booking this field trip, I acknowledge that I have read and will abide by all terms and conditions stated above.**