**Hatfield Marine Science Center Chaperone Guidelines**

With your help, your field trip to HMSC will be a day of learning and fun for both you and your students. We ask that you follow the guidelines listed below to ensure that everyone has an educational, safe and enjoyable field trip.

**Main Responsibilities as a Chaperone**

* Stay with student group at **all** times.
* Supervise **all** student activities, model appropriate behavior, and help enforce rules.
* Encourage **all** students to actively participate and follow directions.

**Visitor Center Etiquette**

* Students are required to stay with their chaperones.
* No eating or drinking is allowed indoors.
* Students should not run or climb on exhibits.
* Only *hands* are allowed in the touch tanks and animals should be touched gently. Animals in touch tanks should never be picked up or pulled on.

**Education Program Responsibilities**

* Chaperones should help keep groups together when outdoors.
* Chaperones are expected to actively participate in programs and monitor student behavior.
* Chaperones may be asked to help distribute live animals and equipment in the labs.
* Chaperones should monitor student safe handling of animals.
* Please limit side conversations and phone use during class to help with noise control and monitoring of students.

**Emergency Procedures**

Our facility is located along the Cascadia Subduction (earthquake) zone and is within the tsunami inundation zone. In the event of an **earthquake,** chaperones should instruct students to drop and cover. After shaking stops, evacuate immediately to higher ground. The closest tsunami evacuation site is located at the base of the Yaquina Bay Bridge.

In the event of an **evacuation\*** chaperones are responsible for gathering students and directing them to follow the education staff to a safe area.

**\***An evacuation may be for an incoming tsunami, fire or other safety hazard.

Thank you for helping us ensure the safety of all participants and animals alike. We hope you enjoy your visit!