

Field Trip Request Form



Western Spirit
SCOTTSDALE'S MUSEUM OF THE WEST



SCOTTSDALE
CHARROS
EDUCATION PROGRAM

Name of School: _____

School District: _____ School Phone: (____) _____

Address: _____ City/State/ZIP: _____

Primary Contact: _____ Email: _____

If we need to reach you by telephone, please identify the preferred number: (____) _____

Names of Additional Teachers: _____

*Student ratio is one adult chaperone/teacher for every five students (1:5) for preschool, elementary, and middle school. The ratio for high school is one adult chaperone for every ten students (1:10). The max student group size is 100, with 20 teachers/chaperones encouraged. **Regular tour days are Tuesday through Friday.***

Requested Date: Please note that regular scheduled school tours typically run from **9:45 a.m. to 12:30 p.m.**
If you would like to schedule an arrival time other than 9:45 a.m., please communicate your preferences below.

Field Trip Date 1st Choice: _____ Field Trip Date 2nd Choice: _____

Grade Level: _____ # of Adult Chaperones within ratio: _____ (Optional) alternate arrival time request: _____

Select Area of Study (optional):

- ☐ An Introduction to the American West
☐ Moments In Arizona History
☐ Spanish and Mexican Influences in Arizona

- ☐ Sustainability
☐ The Five Cs of Arizona
☐ The Oregon Trail and Westward Expansion

Number of Students _____ @ \$7/student = \$ _____

Additional Adults/Chaperones* _____ @ \$10/person = \$ _____

TOTAL DUE: \$ _____

We accept cash, business checks, credit cards, and purchase orders. Districts are encouraged to pay via purchase order to receive an invoice. No refunds will be given for reduced attendance the day of visit on pre-written checks.

*There is no charge for bus drivers or chaperones within the designated ratio.

Method of Transportation (if known): # of Bus(es): _____ # of Van(s): _____

Are there any special accommodations we should be aware of in advance of your visit, such as disabilities or non-English speaking students? _____

How did you hear about us? _____

Are you planning to bring & eat lunch on the museum grounds? (check one if known) Y ☐ N ☐

Would you like to request a technology-free field trip? (check one if known) Y ☐ N ☐

**Please return completed form to the Education Coordinator, Laurel Harvey, at lharvey@westernspirit.org.
Questions? Please call (480) 530-3447.**