

# **EDUCATION AND EXTRA-CURRICULAR TRIPS HANDBOOK**



THE SCHOOL BOARD OF NASSAU COUNTY  
FERNANDINA BEACH, FLORIDA

DR. KATHY BURNS  
SUPERINTENDENT

*Our mission is to develop each student as an inspired life-long learner and problem solver  
with the strength of character to serve as a productive member of society.*

Revised July 26, 2007  
Revised August 27, 2009  
Revised July 22, 2010  
Revised February 27, 2014

## TABLE OF CONTENTS

### **Educational and Extra-Curricular Trips-----3 – 8**

- I. General Information
- II. Educational and Extra-Curricular Trip Guidelines
- III. Out-of-State Trips and Unlisted Trips
- IV. Parental Permission
- V. Supervision
- VI. Transportation
  - A. School Bus, Charter Bus
  - B. Private Vehicles
  - C. Rental Cars

### **Checklist For Team/Teacher Prior to Trip----- 9**

### **Educational Trip Evaluation----- 10**

- Team or Teacher Evaluation Before Trip Decision Is Made
- Team or Teacher Evaluation After the Trip

### **Administrative Rules----- 11 – 17**

- 2.13 Conduct at Off-Campus School Functions
- 2.27 Field Trips and Extra-Curricular Trips
- 2.28 Parties and Picnics
- 3.42 Assigned Duty Elsewhere
- 3.50 Student Supervision
- 5.90 Administration of Medication by School Personnel
- 7.03 Special Uses of School Buses
- 7.04 Transportation by Means Other Than School Bus
- 8.06 Lesson Plans

### **Forms (Copies of Actual Forms)----- 18 – 23**

- Educational or Extra-Curricular Trip Request Form
- Off-Campus School Activity Consent Form
- Medical Authorization Form
- Trips Utilizing Privately Owned Vehicles
- Certificate of Absence – “Green Sheet”

## School Bus Request Worksheet

### **Approved Educational and Extra-Curricular Trips----- 24 – 54**

Amusements (24 – 25)

Art (26)

Career Awareness (27- 29)

Colleges, Universities, and Schools (30 - 31)

Governmental Resources (32 – 33)

Health, Special Services (34)

Historical Areas, Landmarks, and Parks (35 – 39)

Integrated Curriculum (40 – 43)

Museums (44)

Performing Arts and Theater (45 – 46)

Transportation and Space Program (47)

Addendum – Additional Approved Locations (48 – 50)

In and Out of County Resources (51)

Extra-Curricular and Co-Curricular Trips (52 – 54)

### **Index----- 56 – 63**

Alphabetical listing of all approved trip locations

# EDUCATIONAL AND EXTRA-CURRICULAR TRIPS

## I. General Information

Educational and extra-curricular trips are important in helping to achieve the School Board mission to develop each student as an inspired life-long learner and problem solver with the strength of character to serve as a productive member of society. Carefully planned trips should utilize the resources of the nation, state, county, and especially the community. Any extracurricular experience away from the school site is considered a trip requiring compliance to all educational trip policies. It is imperative that any team or teacher planning a trip review this handbook well in advance of the trip.

The locations listed in this handbook are suitable for educational and extra-curricular trips and have been approved in advance by the School Board. No further permission from the county office is needed to visit any location on the Board approved list (unless students will be transported in private vehicles). The principal or assistant principal may approve a trip from the pre-approved list if he/she agrees that the trip is of benefit to the students. Trips may be taken by charter bus, school bus, private automobiles, or by walking to any of the pre-approved locations. Care should be taken to insure that all School Board policies and regulations concerning transportation, parental permission, appropriate supervision, and scheduling of such trips be strictly observed. A copy of School Board Policy is included.

Approval should be requested early in the planning stage of a trip. Trips not on the approved list must be submitted to the Executive Director of Administrative Services for approval at least 10 working days before the trip. Trips requiring Board approval must be submitted in time to appear on a regular board agenda. Please refer to the district Desk Calendar for School Board agenda item due dates.

**\*\*Out-of-state trips must be individually approved by the School Board.**

**\*\*Trips utilizing private vehicles to transport students must be individually approved by the School Board** (even if the trip is listed as pre-approved).

**\*\*Trips to locations not on the pre-approved list and over 100 miles away must be individually approved by the School Board.**

## II. Educational and Extra-Curricular Trip Guidelines

The complete package, which includes the Educational or Extra-Curricular Trip Request Form, all Certificates of Absence forms, and transportation request forms (bus, private vehicle) must be given to the principal no later than fifteen (15) working days before the trip. After the principal approves and signs all the trip forms, they will be given to the school secretary to distribute and file. (See section III. for information on trips requiring County Office or School Board approval.)

Before planning a trip, teachers should read School Board Policies 2.13 – Conduct at Off-Campus School Functions, 2.27 – Field Trips and Extra-Curricular Trips, 2.28 – Parties and Picnics, 3.42 – Assigned Duty Elsewhere, 3.50 – Student Supervision, 5.90 – Administration of Medication by School Personnel, 7.03 – Special Uses of School

Buses, 7.04 – Transportation by Means Other Than School Bus, and 8.06 – Lesson Plans.

- A. Since the Educational and Extra-Curricular Trips Handbook is for all grades, trips appropriate to the students' level should be selected.
- B. **Please note on the Educational or Extra-Curricular Trip Request Form and on the Certificate(s) of Absence if the trip is on the pre-approved list.**
- C. **A trip requiring School Board approval should be submitted for approval early in the planning stage to assure that the trip will be approved before extensive planning and collection of money is done.**
- D. After approval by the Principal, the pink (travel form copy) of the Certificate of Absence should be given to the teacher(s) to verify that the trip has been officially approved. The trip organizer must verify that a trip is approved (have pink copy of Certificate of Absence form in hand and check for required signatures) before leaving on the trip.
- E. Trips with 22 or more people should travel by bus.
- F. A request for school bus transportation must be submitted to the Director of Transportation at least ten (10) days in advance of the planned trip. Trips should not interfere with regular transportation schedules. To request a bus, fill out the School Bus Request Worksheet and give it to the designated person at your school. The bus request will then be completed electronically. A confirmation for the requested bus(es) will be sent to the school.
- G. Payment for transportation to be paid from the school internal accounts should accompany the reimbursement information when submitted to the Business Services Office. Otherwise, upon completion of a trip, the Transportation Department will send a request for reimbursement for bus expenses to the school.
- H. Chaperones for trips must meet the following requirements:
  - a. Be at least 18 years of age.
  - b. Have the approval of the Principal.
  - c. Be checked against the state and national Sexual Offenders Lists and not appear on either list.

State website: <http://offender.fdle.state.fl.us/offender/Search.jsp>.  
National Website: <http://www.nsopr.gov/>
  - d. Be named as a chaperone on the Educational or Extra-Curricular Trip Request Form (or on an attached list).

Chaperones are not subject to further screening requirements, however, at the discretion of the Principal, chaperones may be required to be board-approved as volunteers.

- I. Unauthorized persons shall not be permitted to ride the school bus at any time. Adults who are approved by the Principal to accompany students as chaperones are considered authorized bus riders.

- J. When a substitute teacher is needed, a school check to pay for the substitute must be submitted to the Business Services Office with the school payroll. The rate of pay for substitutes is established by the Business Services Department. Information on the rate of pay is furnished to school secretaries.
- K. Trips covered by county funds must be pre-approved by the appropriate director. Requests for reimbursement for subs or buses must be submitted to the appropriate director for sign-off before submitting the requests to the Business Services Office.
- L. If a private vehicle is used for any activity, liability insurance on such vehicle is mandatory. The insurance coverage of the individual driver is applicable to its fullest extent in case of an accident before School Board coverage will be applied. The driver should be made aware of this fact. The Principal shall be responsible for having the insurance coverage and driver's license verified.
- M. If a student attending an educational or extra-curricular trip requires medication, the requirements for the administration of medication are the same as those while on school property. Please refer to NCSB Administrative Rule 5.90.
- N. Out-of-State trips, trips utilizing private vehicles, and trips to locations in excess of 100 miles away not listed as pre-approved must be submitted to the Executive Director of Administrative Services in time to be placed on the School Board agenda. Check your desk calendar for submission deadlines. A private vehicle is any vehicle other than a school bus, charter bus, or other vehicle operated by a transportation company. Rental cars and cars owned by the school district are private vehicles for the purpose of educational and extra-curricular trip transportation.
- O. Trips to locations less than 100 miles away not listed in this Educational and Extra-Curricular Trip Handbook must be submitted to the Executive Director of Administrative Services 10 days prior to the trip for approval.
- P. Field trips and extra-curricular trips requiring more than 3 hours travel shall only be made on days when there is no school on the following day.

### **III. Approval for Out-of-State Trips, Trips Utilizing Private Vehicles, and Unlisted Trips**

- A. All out-of-state trips, trips utilizing private vehicles and trips not listed in this Educational and Extra-Curricular Trips Handbook require additional approval.

Board Approval Required: Out-of-State Trips

Trips Utilizing Private Vehicles (regardless of whether the trip is on the pre-approved list)

Trips Not Listed in the Handbook to Locations in Excess of 100 Miles Away

County Office Approval Required: Trips Not Listed in the Handbook to Locations Less Than 100 Miles Away

- B. In order to be a Board approved trip, the trip paperwork, after being submitted to the principal, must be sent to the Executive Director of Administrative Services' office in time to be placed on the next school board agenda. Please check your desk calendar for agenda deadlines. Once approved, the trip paperwork will be returned to the school. The trip organizer should verify that a planned trip is on the School Board agenda. The trip organizer should verify that the trip has been approved prior to leaving on the trip.
- C. For trips requiring county office approval, trip paperwork, after being submitted to the principal, must be submitted to the Executive Director of Administrative Services' office 10 days prior to the trip. Once approved, the trip paperwork will be returned to the school. The trip organizer should verify that a planned trip has been approved prior to leaving on the trip.

#### **IV. Parental Permission**

Parents shall be notified in writing prior to any trip that such trip is planned. The notice shall include the place to be visited, the date, the time of departure, and the estimated time of return to the school. If private vehicles will be used to transport students, parents must be informed of this in advance.

- A. The Off-Campus School Activity Consent Form and notarized Medical Authorization Form are required prior to each trip. One notarized Medical Authorization Form may be used for multiple trips during the time that a student is enrolled in one school.
- B. These forms shall be kept on file until the end of the school year.
- C. If a student is involved in an accident, a copy of the Off-Campus School Activity Consent Form and Medical Authorization Form shall be attached to the accident report and filed with his or her records.

#### **V. Supervision**

The school shall be responsible for proper supervision of the students throughout the duration of a trip as required in Nassau County School Board Policy 3.50 – Student Supervision.

- A. It is required that an adult (18 years old or older) accompany the students as a chaperone.
- B. Children of chaperones are not permitted on any trip unless the children are bona fide participants in the school activity.
- C. **THE CHAPERONE/STUDENT RATIO SHALL BE 1:10.**
- D. Chaperones must be approved in advance and listed on the Educational or Extra-Curricular Trip Request Form (or on an attached sheet). All chaperones must be approved by the principal and should be checked against the state and national Sexual Offender Lists.

## **VI. Transportation**

### **A. School Bus, Charter Bus**

Requests for school bus transportation for a trip will be made through the designated person at a school. This person will submit the request electronically to the Transportation Department and a confirmation will be returned to the school. A worksheet containing all the required information is included with this Handbook.

1. Trips should not interfere with regular transportation schedules. This means that the beginning and ending times of a trip will allow sufficient time for the bus driver to complete his/her morning run and return in time to be in place for the afternoon run.
2. **Trips with 22 or more people will require travel by school bus or charter bus.**
3. All buses used for trips shall be commercially contracted or owned and operated by the School Board.
4. All charter buses will be Florida or US DOT registered, or Florida DOE registered as pupil transportation providers. The charter company must annually provide a certificate of insurance to the NCSB Transportation Department with the School Board named as the certificate holder. If there are any questions about a charter company, please contact the Transportation Department at 225-0127.
4. Unauthorized persons shall not be permitted to ride the school bus at any time. Adults who are approved by the principal to accompany students are considered authorized bus riders.
5. Payment for school bus transportation to be paid from the school internal accounts should accompany the reimbursement information when submitted to the Business Services Office.
6. When using a school bus, the bus driver will instruct passengers on emergency evacuation procedures before departure.

### **B. Private Vehicles**

A private vehicle is any vehicle other than a school bus, charter bus, or other vehicle operated by a transportation company. Rental cars and cars owned by the school district are private vehicles for the purpose of educational or extra-curricular trip transportation.

Should private vehicles owned by individuals be used for any school-sponsored activity, insurance coverage in the following amounts is mandatory: Bodily injury/per person \$100,000, bodily injury per occurrence \$300,000.00, property liability \$50,000.00, medical payments \$2,000.00 and PIP coverage as required by the state of Florida. Vehicles owned by the school district and rental vehicles are covered by the school district's liability insurance and no further proof of insurance is needed for them.



1. The principal shall be responsible for verifying that the driver has a valid driver's license, reviewing the driver's driving record for disqualifying violations, and determining that the vehicle is properly insured. To determine validity of a license, use the following website: <https://services.flhsmv.gov/DLCheck/>. To obtain a driver history, the driver should use the information on the following website: <http://www.flhsmv.gov/ddl/abstract.html>. In case of an accident, the insurance coverage of the individual driver is applicable to its fullest extent before School Board coverage will be applied. The driver should be made aware of this fact prior to a trip.
2. Transportation must be provided in designated seating positions in a passenger vehicle which meets all federal motor vehicle safety standards.
3. Seat belts must be buckled.
4. The vehicle must be a passenger car or multipurpose passenger vehicle or truck designed to transport fewer than 10 students. (Vans designed to carry 10 passengers or more that have been modified to have fewer seats are not acceptable.)
5. Multipurpose passenger vehicles classified as utility vehicles with a wheelbase of 110 inches or less which are required by federal motor vehicle standards to display a rollover warning label may not be used.
6. The vehicle may not be driven by a student.
7. For further information regarding use of private vehicles, contact the Transportation Director or the Executive Director of Administrative Services.

### **C. Rental Cars**

1. See the Nassau County School Board Office of Business Services in regard to securing Rental Cars for use on educational and/or extra-curricular trips.
2. Rental cars are considered "private vehicles." Therefore, when rental cars are used, the procedures for use of private vehicles shall be followed.

## CHECKLIST FOR TEAM/TEACHER PRIOR TO TRIP

1. The trip is aligned to the appropriate educational standards. \_\_\_\_\_
2. The trip supports the School Improvement Plan. \_\_\_\_\_
3. The details of the trip are complete. \_\_\_\_\_
4. Each child has an Off-Campus School Activity Consent Form and Medical Authorization Form signed by parent/guardian. \_\_\_\_\_
5. One properly screened and approved chaperone is designated for every ten students. \_\_\_\_\_
6. Techniques for group control/individual discipline have been:
  - Discussed with students. \_\_\_\_\_
  - Discussed with chaperones. \_\_\_\_\_
7. Safety precautions have been:
  - Discussed with students. \_\_\_\_\_
  - Discussed with chaperones. \_\_\_\_\_
8. A schedule for food/rest has been prepared. \_\_\_\_\_
9. A written record of each person on the trip is available:
  - To take on trip.. \_\_\_\_\_
  - To leave with school officials. \_\_\_\_\_
10. Availability of transportation has been verified. \_\_\_\_\_
11. Sufficient funds have been encumbered to cover all costs. \_\_\_\_\_
12. Provisions for administration of medication have been made, if needed. \_\_\_\_\_
13. Approval for the trip has been obtained. \_\_\_\_\_

## **Educational Trip Evaluation**

### **Team or Teacher Evaluation Before Trip Decision Is Made**

Does this trip relate to the school and district missions?

Is the trip the best choice for this particular educational purpose?

What plans need to be made by teacher and students?

Is the time involved likely to prove worth the undertaking?

Is the cost appropriate for the purpose?

### **Team or Teacher Evaluation After the Trip**

Did the trip relate to the school/district mission?

Did the trip serve the purpose of your educational objective?

Did the trip cause the students to develop a spirit of inquiry and curiosity?

Did the trip stimulate the students to engage in new activities?

Do you think the trip will have an effect on student attitudes and ideas?

## **NASSAU COUNTY SCHOOL BOARD ADMINISTRATIVE RULES (Board Policy)**

The following Nassau County School Board Administrative Rules must be strictly followed when conducting educational and extra-curricular trips.

### **2.13 CONDUCT AT OFF-CAMPUS SCHOOL FUNCTIONS--**

- I. All school functions, whether at or away from school, have equal standing and the usual rules of behavior or conduct shall apply with equal force at school, while in transit, or at the location of the function.
- II. All rules, regulations, and standards apply to all school employees in the same manner as to students as well as to visiting students.
- III. The duly authorized sponsors shall be responsible for enforcing the rules of proper conduct.

Authority: 1001.41(2), 1001.42(17), F.S.

Law Implemented: 1006.07(6), 1003.31, F.S.

History--New 6/28/90

### **2.27 FIELD TRIPS AND EXTRA-CURRICULAR TRIPS--**

- I. Field trips are defined as the extension of a classroom activity to serve as a laboratory experience.
  - A. Parents shall be notified prior to any field trip that such trip is planned. The notice shall give the place to be visited, the date, the time of departure, and the estimated time of return to the school.
  - B. A permit slip signed by the parent or guardian of each student shall be required and shall be kept on file until the end of the school year unless the student has been involved in an accident. In this event, the student's permission slip shall be attached to the accident report and filed with his record.
  - C. Any field trip requires a written request submitted by the principal and approved by the Superintendent, or his designee.
  - D. Proper arrangements during school shall be made for any student or students who do not go on any such trip.
  - E. Medical authorization forms must be properly completed and should accompany each student on any off-campus activity.
- II. Extra-curricular trips are defined as trips which are school sponsored or connected but which do not qualify as an educational trip. Buses, when available, may be used when properly requested. See "Special Uses of School Buses" in these rules.

- III. Field and extra-curricular trips requiring more than three hours travel one way to or from a location shall only be made on days when there is no school on the following day. Field and extra-curricular trips shall be differentiated on the School Board's consent agenda.
- IV. Trips listed in the Educational Trips Handbook are hereby approved subject to review and final administrative approval by the Superintendent or designee.
- V. If private vehicles are used for any trip, it must be Board approved and liability insurance of such vehicle is mandatory.

Authority: 1001.41(2), F.S.

Law Implemented: 1006.07, 1006.24, F.S.

History--New 6/28/90 Amended-- 08/22/02, 3/22/12

## **2.28 PARTIES AND PICNICS--**

The principal, as the administrative and supervisory head of the school, shall be responsible for all school-sponsored activities. A school-sponsored activity is any activity planned at school or under the supervision of school personnel.

- I. The individual teacher shall not give a party or other social function for students without the approval of the principal.
- II. A school-sponsored party at a beach, river, lake or pool is prohibited.

Authority: 1001.41(2), 1001.42(17), F.S.

Law Implemented: 1006.07, 1003.31, F.S.

History--New 6/28/90 Amended--7/23/92

## **3.42 ASSIGNED DUTY ELSEWHERE--**

Any employee may be granted assigned duty, as provided in State Board Rules when officially assigned short-term professional duties at a place other than the place where he performs his regular duties. Any employee assigned duty elsewhere, shall receive his regular salary and may be allowed expenses as provided by law and these rules. Any request for assigned duty shall be submitted in advance and shall be approved by the employee's immediate administrative supervisor and the Superintendent or designee. A copy of approved application must be in hand before departure.

Authority: 1001.41(2), 1001.42(17), F.S.

Law Implemented: 1001.32, 1001.51, F.S.; 6A-I .084, SBER

History--New 6/28/90

### **3.50 STUDENT SUPERVISION--**

Proper supervision of any student shall be provided while he is under the immediate control of school authorities, and supervision shall be provided on school grounds, in classrooms, in student-occupied areas of buildings, on field trips, during any extracurricular activity, at school sponsored functions and at any other school-related or sponsored activity and for such periods of time following such functions or activities as the Board may by resolution adopt. Any member of the administrative, supervisory or instructional staff who has responsibility for the supervision of students in the performance of his normal duties or who is assigned such duty requiring the supervision of students who fails to provide such supervision without being properly relieved of such duty shall be deemed guilty of neglect of duty. Any person charged with such neglect of duty shall be subject to suspension and dismissal.

Authority: 1001.41(2), 1001.42(17), F.S.

Law Implemented: 1001.32, 1012.22, 1001.51, 1003.31, 1012.33, F.S.

History--New 6/28/90 Amended--08/08/02

### **5.90 ADMINISTRATION OF MEDICATION BY SCHOOL PERSONNEL—**

- I. Each school principal shall designate a staff member(s) to administer prescribed medications. The staff member(s) shall be trained annually by the Nassau County Public Health Unit assigned to school health as described in the School Health Service Plan.
- II. For each prescribed medication, the student's parent or guardian shall provide to the school principal a written statement which shall grant to the principal or his designee permission to assist in the administration of such medication and which shall explain the necessity for such medication to be provided during the school day, including any occasion when the student is away from school property on official school business.

The school principal or his trained designee shall assist the student in the administration of such medication, unless otherwise prescribed or instructed by the physician.

- III. Each prescribed medication to be administered by school personnel shall be received, counted, and stored in its original container. When the medication is not in use, it shall be stored in its original container in a secure fashion under lock and key in a location designated by the principal.
- IV. No medication will be given without written parental authorization and a physician's instructions (prescription label or written order).
- V. A student with a special health condition(s) such as asthma, diabetes, pancreatic insufficiency, cystic fibrosis, or hypersensitivity may carry prescription medication for emergency situations on self if approved by his/her physician and his/her parent or guardian. The approval of the physician and the parent and information regarding the medication required in IV. must be on file in the office/clinic. A student who has permission to self administer emergency medication may carry the medication on the

school bus or at any school related activity. The principal shall notify the bus driver and the transportation department regarding such students.

- VI. A record shall be maintained on each student who receives medication during school hours, including the time each dose of prescription medication was administered. These records shall be made available to the principal and the county health nurse.
- VII. Field Trips - The requirements for the administration of medication while students are away from school property or on official school business shall be the same as those while on school property. All medications that are taken on field trips or other official school business must be in the original container. Only trained personnel will administer medication away from the school site except for students who have permission to self administer emergency medications.
- VIII. There shall be no liability for civil damages as a result of the administration of such medication when the person administering such medication acts as an ordinary reasonably prudent person would have acted under the same or similar circumstances.

Authority: 1001.41(2), 1001.42(17), F.S.

Law Implemented: 1006.062, 1002.22, 1006.062, F.S.

History--New 6/28/90 Amended--11/14/91, 3/25/99, 7/13/00, 08/08/02, 12/14/06, 11/9/10

### **7.03 SPECIAL USES OF SCHOOL BUSES--**

In addition to the transportation of students to and from school, school buses may be used for educational field trips and for special school connected or sponsored activities if such are conducted as a part of the regularly organized program of the school; provided, that any such trip is approved by the principal and is under the supervision of a member of the instructional staff of the school. Such trips may include field trips and extra-curricular trips relating to athletics, band, choral music, clubs and organizations sponsored by the school.

- I. Any trip which is directly related to a unit of instruction being studied by a particular group of students shall be considered an educational field trip.
  - A. A field trip for one (1) day shall be limited to a reasonable distance. Any such trip where school buses are used shall be scheduled during the school day between the hours of 8:30 a.m. and 2:15 p.m.
  - B. Special educational field trips using school buses may be requested for a Saturday or holiday or after-school hours on any school days. Approval will depend on availability of vehicles and drivers.
  - C. Schools contracting for school bus transportation for field trips assume the responsibility of bus expenses, which are collected from the students participating in the trip.
- II. To assist in scheduling, the request for the use of buses for athletic trips shall be submitted to the Director of Transportation two (2) weeks prior to the first contest in all interscholastic sports.

- III. The contracting school is responsible for expenses related to a trip which is not directly related to a school sponsored or connected activity and is considered to be an extracurricular trip.
- IV. The following rules shall apply to any special use of a school bus for special school trips:
  - A. A request for transportation for any eligible activity shall be on the proper board-approved form and shall be signed by the principal of the school requesting the service. Such request form shall be in the district office at least five (5) work days prior to the time of the scheduled trip.
  - B. Drivers for special trips will be assigned as outlined in the collective bargaining agreement.
  - C. Scheduling of a bus for a special trip shall be the responsibility of the Director of Transportation and such a trip shall in no way alter, interfere with, or disrupt the operation of a regular bus route carrying students to and from school.
  - D. It shall be the responsibility of the principal of each school to provide chaperones for each scheduled special trip and to see that chaperones are properly instructed in the rules governing transportation prior to departure with special emphasis on behavior and safety rules. At least one (1) chaperone on each bus shall be a member of the instructional or administrative staff, and there shall be no less than one (1) chaperone for each ten (10) students.
  - E. No unauthorized person shall be permitted to ride a bus on a field trip or on an extracurricular trip. An approved chaperone shall be considered to be an authorized passenger.
  - F. Written permission of the parent or guardian of each minor student participating in a special trip shall be on file in the office of the principal of the participating school.
  - G. The principal of the school shall be responsible for the handling of the collection of damages due to vandalism on a special trip in which the school participated.
  - H. Any school bus used for an extracurricular activity or on an educational field trip shall be operated on the highways in strict compliance with the laws and relations of the State Board of Education and the School Board.
    - 1. All rules relating to student responsibilities shall be enforced.
    - 2. The driver shall not exceed posted speed limits.
  - I. Staff members in charge of special trips shall ensure that trash, bottles, and litter are removed from the bus at the conclusion of the trip. The bus driver of the special bus trip shall clean the bus after each trip and shall have the bus in proper condition for the regular bus route the following morning.



- J. Luggage, band instruments, ice boxes, any package, or any materials shall not be placed in the aisles or entrance of the bus. Large boxes, packages, band instruments, and similar objects shall be secured in such a manner that a sudden stop would not cause the package or material to move and possibly cause injury to a passenger.
- K. All rules and regulations as prescribed in Section 7.07 of these rules shall apply to all special trips.
- L. When a special trip is scheduled to return after the regular bus run or during the night, the bus may not be used to make a special bus run to return the students to their homes.
- V. The use of private automobiles for extracurricular trips must be Board approved. Liability, bodily and medical insurance proof in the amounts required by law must be submitted to the principal.

A list of vehicles approved for student transportation can be found at each cost center. This list will be updated as models meet the federal passenger car standards.

Authority: 1001.41(2), 1001.42(17), F.S.

Law Implemented: 1006.21, 1011.68, F.S.; 6A-3.0171, SBER

History--New 6/28/90

Amended--8/26/99, 08/08/02, 8/01/10

#### **7.04 TRANSPORTATION BY MEANS OTHER THAN SCHOOL BUS--**

- I. The District will normally use school buses, as defined in Florida Statutes, for all regular transportation of students, prekindergarten through grade 12.
- II. In order to permit a small number of children living in sparsely settled areas to attend public school regularly, the Board may authorize in unusual cases the use of an automobile or other conveyance for this purpose as provided herein.
- III. The official Board minutes will show the amount of transportation assistance, numbers of students served, school attended, and the mileage of the route.
- IV. The transportation of students in privately-owned motor vehicles for educational field trips or school-sponsored or school-related events shall require School Board approval.
- V. When a privately-owned vehicle is used:
  - A. The vehicle must be a passenger car or multipurpose passenger vehicle or truck as defined by federal law, designated to transport fewer than ten (10) students.
  - B. Drivers of such vehicles shall be required
    - 1. to show proof of insurance coverage at the limits established by the School Board;

2. to provide proof of a valid driver's license;
  3. to provide a copy of his/her driving record in order to comply with the requirements of the District's safe driver plan;
  4. to be 21 years of age or older; and
  5. to adhere to Florida laws and regulations related to driving including the Florida Ban on Texting While Driving Law.
- C. Vehicles shall not transport numbers beyond their rated capacity. Students must be transported in designated seating positions.
- D. Appropriate safety measures such as the use of seat belts shall be observed.
- E. The parent/guardian of each student shall be notified in writing about the transportation arrangement and shall give written consent before a student is transported in a private vehicle except in an emergency situation.
- F. Violation of this policy shall result in disciplinary action up to and including termination.

Authority: 1001.41(2), 1001.42, 1001.43, F.S.

Law Implemented: 316.305, 1000.21, 1006.21, 1006.22, 1006.24, 1011.68, F.S.; 6A-3.0171, SBER

History-- New 6/28/90 Amended-- 08/08/02, 4/22/10, 2/27/14

## **8.06 LESSON PLANS--**

Each teacher is responsible for preparing lesson plans for all subjects which he or she teaches. Lesson plans shall include the following:

- I. Description of the learning activity
- II. Lesson objectives
- III. Student Performance Standards
- IV. Materials/resources
- V. Method of evaluation/assessment

Authority: 1001.41(2), 1001.42(17), 1001.03(1), 1008.25(1) (2), F.S.

Law Implemented: 1006.28, F.S.

History--New 6/28/90, 1/7/02 Amended--08/22/02

# EDUCATIONAL/EXTRA-CURRICULAR TRIP REQUEST

SUBMIT TO PRINCIPAL IN DUPLICATE FORM WITH ALL REQUIRED ATTACHMENTS - PLEASE ANSWER ALL QUESTIONS

- A. ALL OUT OF STATE TRIPS MUST HAVE BOARD APPROVAL.
- B. TRIPS IN PRIVATELY-OWNED CARS MUST HAVE BOARD APPROVAL.
- C. TRIPS IN EXCESS OF 100 MILES MUST HAVE BOARD APPROVAL IF NOT LISTED IN THE EDUCATIONAL AND EXTRA CURRICULAR TRIPS HANDBOOK.
- D. EDUCATIONAL AND EXTRA-CURRICULAR TRIPS REQUIRING MORE THAN THREE HOURS TRAVEL SHALL ONLY BE MADE ON DAYS WHEN THERE IS NO SCHOOL ON THE FOLLOWING DAY.
- E. ALL REQUESTS MUST BE SUBMITTED TO THE PRINCIPAL (15) WORKING DAYS IN ADVANCE OF THE TRIP.

## I. TRIP INFORMATION:

School \_\_\_\_\_ Teacher Submitting \_\_\_\_\_ Date Submitted \_\_\_\_\_

Date of Trip \_\_\_\_\_ Destination \_\_\_\_\_

Nature and Educational Value of Trip \_\_\_\_\_

Classes participating (include number in each class) \_\_\_\_\_

## II. CHAPERONES (The chaperone/student ratio for all trips is 1:10):

- (A) **Teachers** (must be teachers of students involved, or have non-teaching duties, or request personal leave).  
Please indicate in parentheses the number of previous trips this year.

1. \_\_\_\_\_ (\_\_\_\_\_) 3. \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_

2. \_\_\_\_\_ (\_\_\_\_\_) 4. \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_

(B) **Other Adults (Volunteers and Paraprofessionals)**

1. \_\_\_\_\_ (\_\_\_\_\_) 3. \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_

2. \_\_\_\_\_ (\_\_\_\_\_) 4. \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_

## III. METHOD OF TRANSPORTATION:

COUNTY OWNED BUSES (\_\_\_\_\_) CHARTER BUSES (\_\_\_\_\_) CARS (\_\_\_\_\_) WALKING (\_\_\_\_\_) \_\_\_\_\_  
Number Number Number please check

## IV. TRIP CHECKLIST:

- |  |             |            |            |
|--|-------------|------------|------------|
| A. Off Campus Activity Consent Forms obtained?     | _____ (YES) | _____ (NO) |            |
| B. Medical Authorization Forms obtained?           | _____ (YES) | _____ (NO) |            |
| C. Copy of Teacher Lesson Plans attached?          | _____ (YES) | _____ (NO) | _____ (NA) |
| D. School Bus Request Worksheet attached?          | _____ (YES) | _____ (NO) | _____ (NA) |
| E. Leave Forms Attached?                           | _____ (YES) | _____ (NO) |            |
| F. Private Vehicle Form(s) attached?               | _____ (YES) | _____ (NO) | _____ (NA) |
| G. Have arrangements been made with the Cafeteria? | _____ (YES) | _____ (NO) | _____ (NA) |

## V. APPROVAL:

Signature of Cafeteria Manager \_\_\_\_\_

Approved by Principal \_\_\_\_\_ (YES) \_\_\_\_\_ (NO) \_\_\_\_\_  
Signature Date

Approved by Superintendent \_\_\_\_\_ (YES) \_\_\_\_\_ (NO) \_\_\_\_\_  
Signature Date

Approved by Board \_\_\_\_\_ (YES) \_\_\_\_\_ (NO) \_\_\_\_\_  
Signature (Chairman) Date

**THE SCHOOL BOARD OF NASSAU COUNTY, FLORIDA**  
**OFF-CAMPUS SCHOOL ACTIVITY CONSENT FORM**

TO: School Principal: \_\_\_\_\_ School, Nassau County School District

FROM: Parent or Guardian of Student

I/We, \_\_\_\_\_ parent(s) and/or guardian(s) of \_\_\_\_\_,  
hereby grant our permission for \_\_\_\_\_ to participate in the following off-campus school  
activity, to wit: \_\_\_\_\_

Date/Time of Departure: \_\_\_\_\_ Date/Estimated Time of Return: \_\_\_\_\_

I can be reached during this trip, at these phone numbers: A.M. \_\_\_\_\_ P.M. \_\_\_\_\_

I/We acknowledge that my/our child will be transported to and from said activity either via charter bus, school bus or private vehicle, and I/We hereby authorize him/her to travel in whichever form of transportation is used. I/We further acknowledge the right and necessity of said vehicle(s) to make incidental stops in route to, and in return from, the designated activity when determined to be necessary or desirable by representatives of the District School Board of Nassau County.

I/We understand that under present law, if my/our child is riding in a private passenger automobile which is involved in an accident, he/she will be primarily covered for bodily injury under my/our family automobile policy, and I/We agree to submit any medical bills incurred by my/our insurance company for payment. If my/our policy has been issued with a deductible clause relative to the personal injury protection, I/We understand that I/We have assumed that deductible amount when I/We purchased the policy. I/We have health and/or family automobile insurance with the following company(ies):

health insurance co.: \_\_\_\_\_ policy number \_\_\_\_\_

automobile insurance co.: \_\_\_\_\_ policy number \_\_\_\_\_

In the event that I/We do not have family automobile insurance, I/We hereby acknowledge that that decision is a personal one which I/We have chosen to make, and I/We hereby agree to be solely responsible for any and all medical bills incurred as a result of injury or treatment to my/our child even though I/We have no insurance coverage.

I/We, on behalf of ourselves, our heirs, executors, successors and assigns, in consideration of my/our child participating in the above referenced off-campus school activity, do hereby release and agree to save and hold harmless the District School Board of Nassau County, Florida, its agents, servants, employees and successors, from any and all claims, actions, or liability which may or might arise out of my/our child's participation in the above referenced off-campus school activity.

NO STUDENT WILL BE ALLOWED TO PARTICIPATE IN ANY OFF-CAMPUS ACTIVITY WITHOUT FIRST RETURNING A VALID, EXECUTED AUTHORIZATION FORM. FAILURE TO EXECUTE AND RETURN THIS AUTHORIZATION FORM TO THE SCHOOL IN A TIMELY MANNER MAY RESULT IN YOUR CHILD'S INABILITY TO PARTICIPATE IN THE CONTEMPLATED ACTIVITY.

I/We hereby certify that we have read the entire contents of this Consent Form and that I/We understand the significance of its terms and condition and agree to abide by the covenants stated herein.

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Parent/Guardian

\_\_\_\_\_  
Date

**For Middle and High School Students:**

I hereby certify that I have read, understand and agree to abide by all of the rules of conduct and regulations of the District School Board of Nassau County, my School Code of Conduct, and I agree to obey the commands and directions of the particular school personnel chaperoning the activity in which I am participating. I further acknowledge that any violation of these rules and regulations will subject me to disciplinary action just as if said violation occurred on campus.

Date: \_\_\_\_\_ Student: \_\_\_\_\_

## **MEDICAL AUTHORIZATION FORM**

\_\_\_\_\_ (Student's Name) has my permission to participate in extra-curricular activities sponsored or authorized by \_\_\_\_\_ School and/or the School Board of Nassau County.

In my absence or in the absence of an authorized parent or guardian of the Participant, I hereby authorize The School Board of Nassau County, Florida, its agents, servants, employees or designees to administer first aid and to obtain and consent to on behalf of the Participant and Participant's parents or guardians, any emergency first aid or medical care by any physician, hospital, or attendant which is deemed necessary or expedient by said physician, hospital or attendant as a result of involvement in the Activity. I agree to abide and be bound by such decisions and consents as if made by me and do assume full financial responsibility for and agree to pay all expenses of such care. I understand that it is my responsibility to secure adequate insurance for such first aid and medical care. The name of our health insurance company is \_\_\_\_\_ Policy Number \_\_\_\_\_.

I further authorize any physician, hospital or medical attendant to receive full and complete medical reports or information deemed necessary by them with respect to the treatment of my child. Execution of this document shall operate as an authorization for such person(s) to receive any medical information which they require.

The medical authorization contained within this form shall be valid and usable by The School Board of Nassau County during such periods of time as my child is enrolled in a school within said District and this authorization shall remain valid unless revoked by me in writing.

Parent or Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

STATE OF \_\_\_\_\_ COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_ by  
(Date)

\_\_\_\_\_, who is personally known to me or who has  
(Name of person acknowledged)

produced \_\_\_\_\_ as identification and who did (did not) take an oath.  
(Type of Identification)

\_\_\_\_\_  
(Title or Rank)

\_\_\_\_\_  
(Signature of Notary taking Acknowledgment)

\_\_\_\_\_  
(Serial Number, if any)

\_\_\_\_\_  
(Name of Notary, typed, printed or stamped)

### **MIDDLE AND HIGH SCHOOL STUDENTS:**

I hereby certify that I have read, understand and agree to abide by all of the rules of conduct and regulations of The School Board of Nassau County and if appropriate, the Florida High School Activities and Athletic Association. Any violation of these rules and regulations will subject me to disciplinary action.

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**THE SCHOOL BOARD OF NASSAU COUNTY**  
**TRIPS UTILIZING PRIVATELY OWNED VEHICLES**

Privately owned vehicles operated by Board employees or lay citizens may be utilized for trips for small groups of students when the use of school buses may not be practical or when school buses are not available. All trips utilizing private vehicles must be approved by the School Board. The Principal shall authorize the employee(s) or the lay citizen(s) in writing to take students in private automobiles providing the vehicle is covered by liability insurance. The owner(s) of the vehicle(s) shall be informed in writing of the facts regarding the owner's liability as it relates to the School Board's liability. N.C.S.B.P. 2.27(5); F.S. 1006.24.

**Vehicle Owner/Driver Agreement:** By filling out this form and signing it, I agree to provide the information indicated and to follow the safety conditions stipulated below.

1. **Proof of insurance coverage in following amounts: Bodily Injury/per person \$100,000, Bodily Injury/per occurrence \$300,000, Property Liability \$50,000, Medical payments \$2,000 and PIP coverage as required by the State of Florida.**
2. Only approved vehicles per F.S. 1006.22 (1)(d) may be used to transport students.
3. Driver must have a current valid driver's license indicating age 21 or older (attach photocopy).
4. Evidence of liability insurance and registration must be provided (attach photocopy).
5. The driver must furnish a copy of his/her driving record for review by the Principal. Driving records can be obtained through the following website: <http://www.flhsmv.gov/ddl/abstract.html> (attach photocopy)
6. All vehicles must have safety belts and persons in the vehicles must be required by the driver to use them.
7. Transportation must be provided in designated seating positions in a vehicle which meets all applicable federal motor vehicle safety standards.
8. Multipurpose passenger vehicles classified as utility vehicles with a wheelbase of 110 inches or less, which are required by federal motor vehicle standards to display a rollover warning label, will not be used.
9. All speed limits and traffic laws shall be obeyed.
10. The group or class will travel in a "convoy" when possible so as to assist one another in case of breakdown or accidents.

**The original and two copies of this form and accompanying documentation are required.**

**AUTHORIZATION FOR USE OF PRIVATE VEHICLES ON SCHOOL TRIPS**

As owner of the vehicle requested to be utilized in the trip described below, I understand that any liability claim would first be made against my insurance (primary) and that if the amount of the claim awarded exceeded the limits of my coverage, the liability insurance of the Nassau County School Board (secondary) will apply, not to exceed the limits of said policy.

Policy Number \_\_\_\_\_  
Company \_\_\_\_\_  
Liability Limits \_\_\_\_\_  
Expiration Date \_\_\_\_\_

Drivers License # \_\_\_\_\_  
Valid Through \_\_\_\_\_  
Vehicle:      Make \_\_\_\_\_  
                  Model \_\_\_\_\_  
                  Year      \_\_\_\_\_

\_\_\_\_\_  
(Signature of Vehicle Owner)

\_\_\_\_\_  
(Date)

As Principal of \_\_\_\_\_ I am authorizing

\_\_\_\_\_ as an Agent of the Nassau County School Board to  
(Name of Vehicle Owner/Driver)

transport students in a privately owned vehicle for this purpose:

\_\_\_\_\_ on \_\_\_\_\_  
(Activity) (Date)

I have determined that the vehicle meets all federal motor vehicle safety standards and is covered by liability insurance. I have also explained to the owner of the vehicle that any claim for liability would first be made against the owner's insurance.

\_\_\_\_\_  
(Signature of Principal)

\_\_\_\_\_  
(Date)

Original: School File  
cc: Vehicle Owner  
Executive Director of Administrative Services

Revised July 26, 2007  
Revised August 27, 2009  
Revised July 22, 2010  
Revised February 27, 2014

**"Green Sheet"**

**THE SCHOOL BOARD OF NASSAU COUNTY, FLORIDA  
CERTIFICATE OF ABSENCE**

**SECTION A - To Be Completed By Employee**

Print Name: \_\_\_\_\_ Empl. I.D. #: \_\_\_\_\_ Position: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Official Headquarters: \_\_\_\_\_

This is to certify that I (was/will be) absent from duty for \_\_\_\_\_ day(s) on \_\_\_\_\_ for the following reasons:

Substitute Required: Yes \_\_\_\_\_ No \_\_\_\_\_

- ☐ Illness of Myself
- ☐ Illness or ☐ Death of a Close Relative
- ☐ Personal
- ☐ \*Assigned Duty Elsewhere or
- ☐ Other Reasons, Explain Briefly: \_\_\_\_\_

To be completed by Timekeeper/Designee

Substitute(s) used.

Name as Board approved \_\_\_\_\_

Social Security Number \_\_\_\_\_

No. of Days \_\_\_\_\_

To be paid from: \_\_\_\_\_

EMPLOYEE MUST OBTAIN WRITTEN APPROVAL BEFORE DEPARTURE.

\*(A) In-County or Out-Of-County must be approved in advance by Immediate Supervisor.

\*(B) Out-Of-County must be approved by the Superintendent/Assistant Superintendent.

- ☐ \*(C) In or Out-Of-County trips approved in the Educational Trips Handbooks need only the Immediate Supervisor's signature.

Purpose of Leave: \_\_\_\_\_

Origin: \_\_\_\_\_ Destination: \_\_\_\_\_ Meeting Place: \_\_\_\_\_

Planned Departure Date: \_\_\_\_\_ Time: \_\_\_\_\_ Planned Return Date: \_\_\_\_\_ Time: \_\_\_\_\_

Date Signed: \_\_\_\_\_ Employee: \_\_\_\_\_

**SECTION B - To Be Completed By Immediate Supervisor INCLUDE WITH PAYROLL TO FINANCE DEPT.**

The Above Absence Is Recommended As:

Sick Leave \_\_\_\_\_ Days

Worker's Compensation Yes \_\_\_\_\_ No \_\_\_\_\_

Personal Leave \_\_\_\_\_ Days

Absence For Other Reasons \_\_\_\_\_ Days

Assigned Duty Elsewhere: \_\_\_\_\_ Days Date Signed: \_\_\_\_\_ Immediate Supervisor: \_\_\_\_\_

**SECTION C - Reimbursement Approval**

Reimbursement Requested Yes \_\_\_\_\_ No \_\_\_\_\_ Source Of Funds Requested For Reimbursement \_\_\_\_\_

PER DIEM ☐ MILEAGE ☐ CLASS C (Lodging Receipt Required) ☐ COMMON CARRIER Approval Requested (Receipts Required) ☐

Date Signed: \_\_\_\_\_ Reimbursement Approved: Yes \_\_\_\_\_ No \_\_\_\_\_ Signature: \_\_\_\_\_

**SECTION D - To Be Completed By County Office - Out of County Travel Only**

Date Signed: \_\_\_\_\_ Approved: Yes \_\_\_\_\_ No \_\_\_\_\_ Superintendent/Asst. Supt. \_\_\_\_\_

**TRAVEL VOUCHER**

**SECTION E - To Be Completed By Employee After Trip MEETING AGENDA MUST BE ATTACHED**

From: \_\_\_\_\_ To: \_\_\_\_\_

Mileage: Round-Trip City-To-City: \_\_\_\_\_ City Vicinity Miles: \_\_\_\_\_ Total Trip Miles: \_\_\_\_\_

Actual Departure Date: \_\_\_\_\_ Time: \_\_\_\_\_ Actual Return Date: \_\_\_\_\_ Time: \_\_\_\_\_

List Receipts Attached For Authorized Expenses: \_\_\_\_\_

I hereby certify that the above is a true and correct statement of travel expenses actually incurred in the performance of my official duties.

Date Signed: \_\_\_\_\_ Certified by Employee: \_\_\_\_\_

Date Signed: \_\_\_\_\_ Department/School Approval: \_\_\_\_\_

# of miles x \_\_\_\_\_  
cents per mile

mileage allowance \_\_\_\_\_

# of quarters x \_\_\_\_\_  
per diem rate

per diem allowance \_\_\_\_\_

VENDOR	FUND	FUNCTION	OBJECT	FACILITY	PROJECT	FTE	AMOUNT

receipts allowance \_\_\_\_\_

total reimbursements \_\_\_\_\_

COUNTY PAYROLL

## SCHOOL BUS REQUEST WORKSHEET

Fill out the following information and give it to the designated person at your school to request bus transportation for a field trip or extracurricular trip.

Type of Trip			
Location	Trip Type	In/Out of County	Duration
(school)  _____	<input type="checkbox"/> Educational <input type="checkbox"/> Extra-curricular <input type="checkbox"/> Other <input type="checkbox"/> Recreational <input type="checkbox"/> Sports	<input type="checkbox"/> In County <input type="checkbox"/> Out of County	<input type="checkbox"/> Day <input type="checkbox"/> Extended <input type="checkbox"/> Overnight

Sponsor/Group Information
Requested By: _____
Group Name: _____
Group Contact: _____
Contact E-mail: _____
Contact Mobile Phone: _____
Trip Purpose: _____
Estimated # of Students: _____ Estimated number of Chaperones: _____ Total Participants: _____

Transportation Required
Is Transportation Required? <input type="checkbox"/> Yes <input type="checkbox"/> No
Type of Transportation Required: <input type="checkbox"/> School Bus
Estimated Number of School Buses Required: _____
Volunteer Drivers Available? <input type="checkbox"/> Yes <input type="checkbox"/> No
Specify Any Special Needs Required: _____

Itinerary
Depart Date (MM/DD/YY) _____
Depart Time (HH:MM AM/PM) _____
Return Date: (MM/DD/YY) _____
Return Time (HH:MM AM/PM) _____
Trip Destination: _____
Destination City: _____ State: _____
Destination Contact Name: _____
Destination Phone Number: _____
Departure Location: _____
Return Location: _____
Additional Comments: _____

Source of Funding for Bus(es):

Fund	Function	Object	Center	Project

Revised July 26, 2007  
 Revised August 27, 2009  
 Revised July 22, 2010  
 Revised February 27, 2014



## APPROVED EDUCATIONAL AND EXTRA-CURRICULAR TRIPS

All information is subject to change. Please contact the location to confirm programs available, admission prices, hours of operation, etc.

### AMUSEMENTS

**Adventure Landing** 771-2803  
4825 Blanding Boulevard, Jacksonville, FL  
1944 Beach Boulevard, Jacksonville Beach, FL 246-4386

Go Karts, Miniature Golf, Laser Tag, Arcade, Group Outings. Beaches Location only – Water park and Batting Cages.

**Chuck E Cheese's - Regency** 724-8988  
9820 Atlantic Boulevard, Jacksonville, FL

**Chuck E Cheese's - Orange Park** 778-0537  
6065 Youngerman Circle, Orange Park, FL

**Island Falls Adventure Golf** 261-7881  
1550 Sadler Road, Fernandina Beach, FL 32034  
Snack Bar, party room, and video games.

**Jacksonville Ice and Sportsplex** 399-3223  
3605 Phillips Hwy., Jacksonville, FL

**Jacksonville Jaguars** 633-2000 (Tickets)

The Jacksonville Jaguars of the National Football League plays at the Jacksonville Municipal Stadium.

**Jacksonville Suns Professional Baseball Club** 358-2846  
Baseball Grounds of Jacksonville  
301 A. Phillip Randolph Blvd.  
Jacksonville, FL 32202

jaxsuns.com

This hometown team is a Class AA Southern League entry that plays at The Baseball Grounds of Jacksonville.

**McDonald's**  
Various Locations  
Jacksonville

**Nassau Bowling Center** 225-1077  
50 Hwy. 17 South, Yulee, FL 32097

Open 7 days a week. Groups welcome, game room, snack bar.

Revised July 26, 2007  
Revised August 27, 2009  
Revised July 22, 2010  
Revised February 27, 2014

**Putt-Putt Golf Course**  
6 North Fletcher Avenue, Fernandina Beach, FL 32034

**261-4443**

**Riverwalk**  
565 South Main Street, Jacksonville, Florida 32202

**396-4900**  
Contact: Public Relations Dept.

Could be combined with a trip to Museum of Science and History, or other locations in the area. Riverwalk is a popular gathering place on the city's south bank riverfront. It features a 1.2-mile boardwalk with restaurants, shops, marina and pavilions.

**Skate Station**  
230 Blanding Boulevard, Orange Park, FL

**272-5600**

**Tinseltown (Cinemark Tinseltown USA)**  
4535 Southside Boulevard  
Jacksonville 32216

**904-988-2122**

## **ART**

### **Cummer Gallery of Art**

829 Riverside Avenue, Jacksonville, FL 32204

**355-0630**

Contact: Tour Scheduler/Secretary

### **Edward Waters College/Obi Art Gallery**

1658 Kings Road

**355-3030**

### **Island Art Association Cooperative Gallery**

18 N. 2nd Street, Fernandina Beach, FL 32034

**261-7020**

### **Jacksonville Art Museum**

4160 Boulevard Center Drive, Jacksonville, FL 32207

**398-8336**

Contact: Museum Receptionist

## **CAREER AWARENESS**

<b>Amelia Island Plantation</b> Amelia Island, FL 32034	<b>261-6161</b>
<b>Animal Clinic of Nassau</b> 104 S. Kings Road, Callahan, FL 32011	<b>879-5229</b>
<b>Arlington Nursery and Garden Center, Inc.</b> 7130 Merrill Road, Jacksonville, FL 32211	<b>744-3300</b>
<b>Blount Island</b> Jacksonville, FL Contact: Jacksonville Port Authority	<b>757-7805</b>  <b>630-3080</b>
<b>Buckman Wastewater Treatment Plant</b> 2221 Buckman Street, Jacksonville, FL 32206	<b>633-8965 or 633-8900</b> Contact: Chief, Wastewater Div.
<b>Comcast Cable</b> 1600 South 14th Street, Fernandina Beach, FL 32034	<b>261-3624</b>
<b>Craig Field (National Guard Armory)</b> Jacksonville Port Authority 2831 Talleyrand Avenue, Jacksonville, FL	<b>641-0300</b>
<b>F.A.A. Gen. Aviation Air-Kaman</b> P. O. Box 18157, Jacksonville, FL 32229	<b>741-2201</b>
<b>Federal Aviation Administration's Air Traffic Control Center</b> Hilliard, FL	
<b>Florida Air National Guard</b> 14300 Fang Drive, Jacksonville, FL 32218	<b>741-4335</b>
<b>Florida Division of Forestry</b> 8719 West Beaver Street, Jacksonville, FL 32220	<b>781-1434</b> Contact: Jacksonville District Office
<b>Florida Publishing Company, The Florida Times Union</b> One Riverside Avenue, Jacksonville, FL 32202	<b>359-4411</b> Contact: Public Affairs Rep. /Newspaper In Education Representative
An educational guided tour through the production process of printing a daily newspaper.	
<b>Florida Sun Printing</b> Church Road, Callahan, FL 32011	<b>879-2101</b>

**Flowers Baking Co. of Jacksonville**  
2261 W. 30th Street, Jacksonville, FL

**354-3771 Ext 246**

**Jacksonville Canning Center**  
2525 Commonwealth Avenue, Jacksonville, FL 32205

**387-8860**  
Contact: City Department Agriculture

**Jacksonville Port Authority**  
2831 Talleyrand Avenue, Jacksonville, FL 32216

**630-3080**

Includes Jacksonville International Airport, Blount Island or Talleyrand Docks and Terminals.

**Kuhn Flowers**  
3802 Beach Boulevard, Jacksonville, FL 32207

**398-8601**  
Contact: Sales

**Peterbrooke Chocolatier**  
2024 San Marco Boulevard, Jacksonville, FL 32207

**398-2488, 398-2489**

**Provine Studios, Inc.**  
6855 Wilson Boulevard, Jacksonville, FL

**777-5477**

**Publix Supermarket**  
1421 South 14th Street, Fernandina Beach, FL 32034  
S.R. 200/A1A, Yulee, FL 32097

**277-4911**

**Publix Super Markets Warehouse**  
9800 West Beaver Street, Jacksonville, FL 32220

**781-8600 ext. 2402**  
Contact: Perishable Warehouse Supervisor

**Rayonier**  
Gum Street, Fernandina Beach, FL 32034

**261-3611**

**Ritz Carlton**  
4750 Amelia Island Parkway, Fernandina Beach, FL 32034

**277-1100**

**RockTenn**  
600 N. 8<sup>th</sup> Street, Fernandina Beach, FL 32034

**261-5551**

**RockTenn - Research Center**  
P. O. Box 626, Callahan, FL 32011

**879-3051**

**Sally Industries**  
803 Price Street, Jacksonville, FL 32204

**353-5051**  
Contact: Receptionist, Production Dept.

**Sam's Club**  
300 Busch Dr.  
Jacksonville, FL 32218

**904-696-8842**

**Sam's Club**  
10690 Beach Boulevard  
Jacksonville, FL 32246

**904-928-0017**

**Southeastern Bank of Florida**  
104 West 2<sup>nd</sup> Street  
Hilliard, FL

**845-4431**

**Tree Hill, Inc. (Nature Center)**  
7152 Lone Star Road, Jacksonville, FL 32211

**724-4646**  
Contact Executive Director

Natural science investigations on two nature trails, exhibits, garden area, and laboratories.

**Water Department, City of Jacksonville**  
37-1 West First Street, Jacksonville, FL 32206

**630-0730**  
Contact: Water Quality Control Tech. II

**WAWS-TV Fox 30**  
8675 Hogan Road, Jacksonville, FL 32216

**642-3030**

**Whetstone Chocolate**  
2 Coke Road  
St. Augustine, FL

**904-825-1700**

42 St. George Street  
St. Augustine, FL

**Winn Dixie**  
1745 South 8th Street, Fernandina Beach, FL 32034  
22 Lofton Square Boulevard, Yulee, FL 32097

**277-2539**  
**261-6100**

**Winn Dixie**  
1780 South King Road  
Hilliard

**845-3782**

**WJCT Channel 7 Public Television**  
100 Festival Park Avenue, Jacksonville, FL 32202

**353-7770**

**WJXT Channel 4**  
1851 South Hampton Road, Jacksonville, FL 32207

**399-4000**  
Contact: Community Services Manager

**WTLV Channel 12**  
1070 East Adams Street, Jacksonville, FL

**633-8822**

## COLLEGES, UNIVERSITIES, AND SCHOOLS

<b>Daytona State College</b> 1200 W. International Speedway Blvd. Daytona Beach, FL 32114	<b>386-506-3000</b>
<b>Edward Waters College</b> 1658 Kings Road, Jacksonville, FL	<b>355-3030</b>
<b>Florida State College</b> Downtown Campus, 101 W. State Street, Jacksonville, FL Kent Campus, 3939 Roosevelt Boulevard, Jacksonville, FL North Campus, 4501 Capper Road, Jacksonville, FL South Campus, 11901 Beach Boulevard, Jacksonville, FL Advanced Technology Center, 401 W. State Street, Jacksonville Betty P. Cook Center, 76346 William Burgess Rd., Yulee, FL Includes Lewis "Red" Bean Nassau Technical Career Center Cecil Center North, 5640 New World Avenue, Jacksonville, FL Cecil Center South (Aviation Center), 13450 Lake Fretwell St., Jacksonville, FL Deerwood Center, 9911 Old Baymeadows Rd., Jacksonville, FL Martin Center, 501 W. State Street, Jacksonville, FL Urban Resource Center, 601 State Street, Jacksonville, FL	<b>633-8100</b> <b>381-3400</b> <b>766-6500</b> <b>646-2111</b> <b>598-5600</b> <b>548-4400</b>  <b>997-2860</b> <b>997-2800</b> <b>997-2500</b> <b>633-8100</b> <b>646-2300</b>
<b>Florida School for the Deaf and the Blind</b> 207 N. San Marco Avenue, St. Augustine, FL 32084	<b>823-4000</b>
<b>Florida State University</b> B1200 University Center Tallahassee, FL	<b>850-644-3246</b>
<b>Florida Technical College</b> 8711 Lone Star Road, Jacksonville, FL 32211	<b>724-2229</b>
<b>ITT Technical Institute</b> 6600 Youngerman Cir., Jacksonville, FL	<b>573-9100</b>
<b>Jacksonville University</b> 2800 University Boulevard, N., Jacksonville, FL 32211	<b>744-3950</b> Contact: Admissions Office
<b>Jones College</b> 5353 Arlington Expressway, Jacksonville, FL	<b>743-1122</b>
<b>Orange Park Beauty Academy</b> 2170 Park Ave. Orange Park, FL	<b>904-264-5201</b>

**Riverside Hairstyling Academy**  
3530 Beach Blvd.  
Jacksonville, FL

**904-398-0502**

**Stetson University**  
421 N. Woodland Blvd.  
Deland, FL 32723

**386-822-7100**

**University of Central Florida**  
4000 Central Florida Blvd.  
Orlando, FL 32816

**407-823-2000**

**University of Florida**  
Gainesville, FL 32611

**352-392-3261**

**University of North Florida**  
4567 St. Johns Bluff Road, Jacksonville, FL

**646-2666**

University of North Florida Nature Trails. The nation's only state university located in a protected wildlife area. Nature walks from 20 minutes to one hour.

**University of South Florida**  
4202 E. Fowler Ave.  
Tampa, FL 33620

**813-974-2011**



## **GOVERNMENTAL RESOURCES**

**City Hall-Mayor's Office (Jacksonville)**  
220 East Bay Street, 4th Floor, Jacksonville, FL 32202

**630-1073**

**Duval County Jail**  
500 E. Adams Street  
Jacksonville, FL 32202

**904-630-5829**  
Contact: Public Affairs Office  
Officer Fisette

**Federal Property Assistance**

**904-964-5601**

**Hilliard Post Office**

**845-2151**

**Hilliard Town Hall**

**845-3555**

**Jacksonville Public Libraries**  
220 E. Bay Street, Jacksonville, FL 32209

**630-1947**  
Contact: Sr. Librarian/Children's Dept.

You may encourage children to get library cards or pick-up applications during field trip.

**Mayport Naval Base**  
Mayport, FL

**270-5226**

One of the largest naval ports on the East Coast, where visitors may see aircraft carriers, destroyers and frigates.

**Nassau County Council on Aging**  
1367 South 18<sup>th</sup> Street, Fernandina Beach, FL 32034

**261-0701**

**Nassau County Public Library  
Fernandina Beach Branch**  
25 North 4th Street, Fernandina Beach, FL 32034

**277-7365**

Tour includes showing materials, teaching how to use equipment, and storytime for younger students. You may encourage students to get library cards and when you call for reservations, indicate how many children may wish to get library cards at that time.

**Nassau County Court House**  
Historic Courthouse, 416 Centre Street  
Fernandina Beach, FL 32034  
Judicial Annex  
76347 Veterans Way  
Yulee, FL 32097

**491-6430**

**548-4500**

**Nassau County Jail**  
76212 Nicholas I Cutinha Rd., Yulee, FL 32034

**225-9185**

**Ocean Highway and Port Authority**  
11 North 14th Street, Fernandina Beach, FL 32034

**261-0098**

**State Capitol Complex**  
The Capitol, Tallahassee, FL 32399-0001

**850-488-4441**

**State House of Representatives - Twelfth District**  
416 House Office Building, Tallahassee, FL 32399-1300

**850-488-6920**

Office will arrange for civic classes to travel to observe state government functions such as the legislature in session, the Governor's Office and others.

## **HEALTH, SPECIAL SERVICES**

<b>Amelia Island Care Center</b> 2700 Atlantic Ave., Fernandina Beach, FL 32034	<b>261-5518</b>
<b>Baptist Medical Center Nassau</b> 1250 South 18th Street, Fernandina Beach, FL 32034	<b>261-3627</b>
<b>Club 14 Fitness</b> 1114 South 14th St., Fernandina Beach, FL 32034 Eight Flags Shopping Center	<b>261-0557</b>
<b>Hilliard Manor</b> 3756 W. 3 <sup>rd</sup> St., Hilliard, FL 32046	<b>845-3988</b>
<b>Humana Hospital</b> 2001 Kingsley Avenue, Orange Park, FL 32073	<b>276-4451 or 272-8500</b>
<b>Jacksonville Wolfson Children's Hospital</b> 800 Prudential Drive, Jacksonville, FL 32207	<b>393-2865</b>
<b>MacClenny State Hospital (Northeast FL State Hospital)</b> Route 1, Box 519 Hwy 121 South MacClenny, Florida 322063-9777	<b>904-259-6211, ext. 1248</b>  Fax: 904-259-8853
<b>Osprey Village - Assisted Living</b> 48 Osprey Village Drive Fernandina Beach, Florida 32034	<b>277-8222</b>
<b>Quality Health of Fernandina Beach</b> 1625 Lime Street, Fernandina Beach, FL 32034	<b>261-0771</b>
<b>Speech and Hearing Center, Inc.</b> 1128 Laura Street, Jacksonville, FL 32206	<b>355-3403</b> Contact: Administrative Director

## **HISTORICAL AREAS, LANDMARKS, AND PARKS**

**American Lighthouse Historical Society**  
1011 North Third Street, Jacksonville Beach, FL 32250

**249-0432**  
Contact: Curators

Tour of museum and St. John's Lighthouse, program, walk through and stories at museum. Guided tour of resource center and lighthouse. No provisions for wheelchairs. The Society promotes and advances lighthouses as historical landmarks while the Museum prepares educational materials and conducts public programs as well as guided tours.

**Camp Keystone**  
Keystone Heights

The Camp is located on Lake Bedford, two miles north of Keystone Heights off Highway 100. There are several recreational areas: softball field, miniature golf course, volleyball court, etc.

**Carey State Forest**  
Bryceville, FL

**Castillo de San Marco National Monument**  
1 South Castillo Drive  
St. Augustine, Florida 32084

**829-3099**

**School groups that do not have a reservation will not be admitted to the interior of the fort.** Teachers must make reservations by calling the above number only. They will be required to provide reservations clerk with the following information: date/time slot, school name & address, name of lead teacher, grade level, and combined number of students and chaperones in the group. One ranger will be assigned to each teacher time slot and will conduct his/her group of classes on a walk-around tour as sole guide and historical interpreter. Teachers and chaperones must accompany their groups to help keep order.

**Fernandina Beach Historical Area**

**261-3248**

Features a 30-block historical area, located on the north end of Amelia Island. Shops, art galleries, restaurants, as well as a major shrimp fleet are also here.

**Florida Caverns State Park**  
3345 Caverns Road      Fax: 850-482-9114  
Marianna, FL 32446

**850-482-9598**

Free entry to the park is allowed for Florida high school groups when the park visit is for educational purposes. School officials must provide a letter written on school letterhead to the Park Manager requesting free entry into the park and that the visit is for educational purposes. One adult chaperone (18 or older) for each ten children in the group. There is a fee for the cave tour. Children must be chaperoned on the cave tour—23 children and 2 chaperones will be the total maximum number on the tour. Phone for a 'Cave Tour Contact Sheet'.

**Florida Folk Festival-(See Stephen Foster State Folk Culture Center)**

**Ft. Caroline National Memorial**  
12713 Ft. Caroline Road, Jacksonville, FL 32225

**641-7111 or 641-7155**  
Contact: Chief Ranger

"Memorializes" the French presence in NE Florida during the period 1562-1569. Therefore, groups who visit are expected

to explore and discover this period of New World history with respect due to such a historic site. Normally pre-K and K learn about Native Americans (Timucuan), 3rd studies early community history and 4th studies state history. Settled by the French Huguenots in 1564, Fort Caroline is the site of the first Protestant colony in the U. S. The 130-acre memorial, located in Arlington, features a replica of the original fort overlooking the St. Johns River, a museum with authentic French and Indian artifacts from the 16th century and a nature trail.

**Ft. Clinch State Park**

**277-7274**

2601 Atlantic Avenue, Fernandina Beach, FL 32034

History circa 1864, Fort Clinch Union Garrison soldier lifestyle. No food or drink allowed inside the fort. Children are asked to behave and are to be accompanied by a teacher at all times. The restored Civil War fort, built during a 20-year period 1847-1867, is surrounded by more than 1,000 acres of beach, picnic grounds, an ocean fishing pier and nature trails.

**Ft. Matanzas**

**825-1000**

Contact: Visitors Information Center

**Friendship Park Fountain**

1025 Gulf Life Drive

One of the world's tallest fountains, this attraction sprays water up to 120 feet high. At night, the fountain's colorful lighting is spectacular. Located next to the Museum of Science and History.

**Hanna Park – See Kathryn Abby Hanna Park**

**Huguenot Memorial Park**

**251-3335**

Named for Capt. Jean Ribault, who founded Ft. Caroline in 1562, this 449.5-acre park has a four-mile saltwater beach shoreline with nature trails and observation.

**Jacksonville Historical Center**

**398-4301**

Southbank Riverwalk

Features exhibits and films on Jacksonville's history from Native American culture to the role played by the U. S. Navy.

**Kathryn Abby Hanna Park**

**249-4700**

South of Mayport near A1A

Fee charged. This 450-acre oceanfront park has a 1.5-mile long beach, nature trails and picnic areas.

**Kingsley Plantation Historic Site**

**251-3537 or 251-3122**

11676 Palmetto Avenue, Ft. George, FL 32226

Contact: Museum Guide

Built in 1792, it is the oldest in Florida. By exploring the main house and slave quarters visitors may experience what life prior to the Civil War was like. (Located off A1A on Ft. George Island).

**Little Talbot Island State Park**  
12157 Heckscher Dr., Ft. George, FL 32226

**904-251-2320**

There are two beautiful parks here with beaches and a coastal hammock covered with live oak, holly and magnolia as well as a series of sea-oat covered dunes, picnic areas, and nature trails. Located four miles north of Mayport Ferry on A1A.

**Marjorie Kinnan Rawlings (Home)**  
Cross Creek, FL

**466-3672**

## **Mayport**

One of the oldest and most charming fishing villages in the nation. Mayport is home to a large commercial shrimp boat fleet. It is also the home of the Mayport Naval Station.

The Mayport Ferry transports cars back and forth across the St. Johns River and connects Mayport with Fort George Island. (904) 246-2922

St. Johns Lighthouse - Located on the Mayport Naval Station, the St. Johns Lighthouse was operated by the Navy from 1859-1929 and is now on the National Register of Historic Places.

**Metropolitan Park**  
1410 E. Adams Street, Jacksonville, FL

**630-0837**

Located next to the Jacksonville Municipal Stadium (Name may change due to sponsorship), this riverfront park is the site of the Jacksonville Jazz Festival and other musical concerts. The park also features a children's playground, picnic areas, landscaped gardens and a sidewalk along the riverfront. It is also home of the Florida National Pavilion, featuring a 2,400-square-foot stage.

**Old Towne Carriage Company-Historic Tours**  
115 Beech Street, Fernandina Beach, FL

**277-1555**

**Oleno State Park**  
High Springs, FL

**386-454-1853**

**Olustee Battlefield**  
Division of Recreation & Parks  
Stephen Foster State Folk Culture Center  
P. O. Drawer G  
White Springs, FL 32096

**904-397-4331**  
**386-758-0400**

Olustee Battlefield School Tours usually held in February. Educational possibilities include an interpretive center, authentic medical demonstrations, period encampments and artillery demonstrations.

Contact: Park Ranger, School Group Tours, Olustee Battlefield CSO, P. O. Box 382, Glen St. Mary, FL 32040.

**Paynes Prairie State Preserve**  
Florida Department of Environmental Protection  
Division of Recreation and Parks  
Rt. 2, Box 41  
Micanopy, FL 32667-9702

**352-466-3397**

The preserve is open at 8:00 a.m. and closes at sunset year-round. For reservations or special needs call (352-466-4100) at least 10 days ahead. The entrance to the Lake Wauberg Recreation Area is 10 miles south of Gainesville, or one mile north of Micanopy, on U.S. 441. Paynes Prairie is a 21,000-acre preserve managed by the Florida Park Service. Exhibits on the natural and cultural history of the preserve are housed within a visitor center. The various resource management practices used to perpetuate the basin's natural landscape are explained through an audio-visual program. Checklists and other written materials are available in the visitor center. Barbecue grills are located in the picnic area and at the picnic shelters in the Lake Wauberg Recreation Area. For a fee, picnic shelters can be reserved in advance. Rest rooms and picnic tables are provided for your convenience. An observation tower is located a short distance from the visitor center and provides a scenic view of the wet prairie landscape and opportunities to observe wildlife. Due to the sensitive nature of this unique environment, please stay on established trails. The preserve has several miles of trails varying in length and terrain. Information on hiking trails is available at the ranger station, visitor center and trailheads. Ranger-led walks are given seasonally. Intoxicants and firearms are prohibited.

**Pioneer Settlement for the Creative Arts**  
P. O. Box 6, Barberville, FL 32105

**749-2959**

Fee charged and reservations needed.

**Stephen Foster State Folk Culture Center  
(Florida Folk Festival)**  
Bureau of Florida Folklife,  
P. O. Box 265, White Springs, FL 32096

**904-397-2192  
386-397-2733**

Fee charged.

**St. Augustine Historical Tours**  
167 San Marco Avenue (Rt. A1A), St. Augustine, FL

**904-829-3800**

Tour of the city of St. Augustine - Fee charged - group rates available according to grade levels - K-8th, 9-12, and Adults.

Reservation Tour of Specific Areas - service available for package tours for the following:

**Alligator Farm** - Tickets available but not included in tour of city or package tours.

**Cathedral of St. Augustine**

**Flagler Memorial Church**

**Florida Heritage Museum** - Fee charged. Guided tour on Henry Flagler. Life and works and replica on Florida East Coast Railroad. Spanish, English periods, and sunken ship. Hands on for younger children. Walk through - Indian setting with huts.

**Fountain of Youth**

**Government House**

**Lightner Museum**

**824-2874**

75 Kings St., St. Augustine, FL

Offers a collection of antiques, natural science and artifacts from the 19th-century, including cut glass, clothing and musical instruments. Housed in a building that dates back to 1888.

**Mission of Nombres de Dios**

**Museum of Weapons**

**Old Drug Store**

**Oldest House**

**Oldest Jail** - Fee charged. On National Register of Historic places, built in 1890 and restored in 1992.

**Oldest School House**

**824-0192**

**Oldest Store Museum**

**Potter's Wax Museum**

**Ripley's Believe-It-Or-Not Museum**

**St. Augustine Spanish Quarter**

**824-6363**

**St. George Street Eatery**  
**St. Photios Chapel** - Check to see if on tour.  
**Zorayda Castle**

**St. Mary's River State Park**  
Hilliard, FL



## INTEGRATED CURRICULUM

### **Busch Gardens**

P. O. Box 9158

Tampa, FL 33674-9158

**813-987-5082 or 987-5093**

Zoo Excursion

**813-987-5252 or 987-5555**

Fee charged. For additional information on special group rates call (813) 987-5171. Open all year, all ages. Prices and hours subject to change without notice. Optional tours at an additional fee. Personal checks are not accepted. Shirt and shoes required. For safety, certain height and physical restrictions may apply.

### **Conner's Amazing Acres**

Hilliard, FL

### **Diamond D Ranch (Rent Horse Stables)**

5903-1 Solomon Road

Jacksonville, Florida 32234

**904-289-9331**

FAX - 904-289-9300

Fee charged. Educational Ranch Tours (located 3 miles west of Cecil Field). Live Oak wooded area with picnic tables, log benches, shelter and restroom facilities. Activities include hayrides, pony rides, petting zoo, horseshoes, volleyball, softball, paddle boats, tetherball, hammocks, and fishing. Organized games include Tug-O-War, Greased Pole, and Hay Toss. Prizes to winners. Bring sack lunch and cold canned drinks. Additional activities available for extra charge - Horse Back Riding-per hour charge and Camel Ride-fee for each ride.

### **Disney World (Animal Kingdom)**

P. O. Box 10000, Lake Buena Vista, FL 32830

**407-939-6244**

### **Disney World (Epcot)**

P. O. Box 10000, Lake Buena Vista, FL 32830

**407-824-4855**

### **Disney World (The Living Seas Pavilion)**

**407-560-7688**

Science Publications have been developed for pre- and post-field experiences. These publications were developed by professional educators with classroom experience. Limited to 60 participants (minimum 30). All groups must come by bus. (Bus drivers are not chaperones.) Students may bring lunches.

### **Disney World (MGM Studios)**

P. O. Box 10000, Lake Buena Vista, FL 32830

**407-560-7315**

### **Disney World (Magic Kingdom)**

P. O. Box 10000, Lake Buena Vista, FL 32830

**1-800-833-9806**

### **Disney World (Discovery Island Zoological Park)**

P. O. Box 10000, Lake Buena Vista, FL 32830

**407-824-3784**

### **Farmers Market**

1780 West Beaver Street, Jacksonville, FL 32209

**354-2821**

**First Coast Regional Environthon**  
Nassau Soil & Water Conservation District

**904-879-3372**

The First Coast Regional Environthon is a problem-solving, natural resource education program for high school students. It is a field-oriented program where students, working in teams of five, learn to use critical thinking skills, work as a team, and develop problem-solving and communications skills to solve written questions or conduct hands-on investigations about environmental issues. Environmental issues are in five categories: AQUATICS, FORESTRY, SOILS, WILDLIFE, and CURRENT ENVIRONMENTAL ISSUES. The current environmental issue is different each year. These interrelated and broad study areas teach a holistic approach to natural resource conservation and can easily be incorporated into a teaching curriculum. All of the materials needed for each of these study areas will be provided to the students. The Environthon test questions and hand-on activities will all be drawn from the Resource Packet materials.

**Florida Solar Energy Center**  
Brevard Community College/UCF campus  
Cocoa, Florida

**321-638-1000**

**Jacksonville Landing**  
2 Independent Drive, Jacksonville, Florida 32202

**353-1188**  
Contact: Special Events Dir.

Situated on the north bank of the St. Johns River, this marketplace has several shops and restaurants as well as musical entertainment in the courtyard on a regular basis.

**Jacksonville Municipal Stadium**  
(Name may change due to sponsorship)

See Jacksonville Sports Complex in this section.

**Jacksonville Sports Complex**  
1145 East Adams Street, Jacksonville, FL 32202  
Contact: Marketing Specialist/Advertising & Promotions

**630-3933**

Tour of Arena, box office, concourse, dressing rooms and a short video on events. Tour of Jacksonville Municipal Stadium, team rooms, Stadium Club, press box, and field. Fabulous before large events. This enables students to see set up and what different functions entail.

**Jacksonville Zoological Park**  
Heckcher Drive at 8605 Zoo Road, Jacksonville, FL 32218

**757-4462 or 757-4463**  
Contact: Curator of Education

The 61 acre zoo features a Okavango Village, an authentic riverfront African Village, with dock, wildlife exhibits, and a petting zoo. More than 800 animals may be seen. Free parking and picnic facilities. Admission is charged.

**Marineland of Florida**  
Coastal Highway A1A, Marineland, FL

**471-1111**

**Medieval Times**  
4510 W. Irla Bronson Memorial Hwy.  
Kissimmee, FL 34746

**1-888-we-joust**

kissimmee@medievaltimes.com

**Millennium Specialty Chemicals**  
601 Crestwood St  
Jacksonville, FL 32208

**768-5800**

**Morocco Shrine Auditorium**  
3800 St Johns Bluff Rd  
Jacksonville, FL

**997-6312**

**Orange Park Mall**  
1910 Wells Road, Orange Park, Florida 32073

**269-2422**  
Contact: Marketing Department

Call at beginning of school year for an update of scheduled events. These include: Halloween costume contest, Santa, Easter bunny, Easter bonnet parade, Mother's Day activities, fundraising activities, arts and crafts, and children's activities.

**Pumpkin Patch**  
St. Paul's Methodist Church, 8264 Lone Star Road, Jacksonville, FL

**724-0022**

**Regency Mall**  
9501 Arlington Expressway, Jacksonville, FL 32211

**725-3830 (Marketing)**  
**725-1220 (Booth Information.)**  
Contact: Marketing Department

Call at beginning of year for an update of scheduled events. Includes activities at Christmas, Easter, arts & crafts, fundraisers, etc.

**Sea World of Florida**  
7007 Sea World Drive, Orlando, Florida 32821

**1-800-432-1178, ext. 2222**  
Contact: Education office

Encourage payment by check to expedite admission. Reservation information call 363-2350 or 363-2108. Program - Ocean Exploration In-depth Studies (Training, Marine Ecology, Whales). Call education office for details and brochure. Special requests for behind-the-scenes, etc., are available (M & W only) in-depth all grades. (In-classroom study for senior high upon request).

**Education Programs - Reservation information - Call 1-800-406-2244 or 407-363-2380**

**Silver Springs**  
P. O. Box 370, Silver Springs, FL 34489-0370

**236-2121**

Group package available.

**Universal's Islands of Adventure**  
1000 Universal Studios Plaza  
Orlando, FL 32819

**407-363-8000**

Universalorlando.com

**Universal Studios Florida and Nickelodeon Studios**  
**"REEL STUFF"**  
1000 Universal Studios Plaza, Orlando, FL 32819  
Universalorlando.com

**407-363-8000**

<b>VFW Lodge</b> 12 South 11th Street, Fernandina Beach, FL 32034	<b>261-7900</b>
<b>White Oak Plantation</b> Highway 17, Yulee, FL 32097	<b>225-3200</b>
<b>YMCA – Hilliard Branch</b>	<b>845-2733</b>
<b>YMCA – McArthur Family Branch</b> 1915 Citrona Drive, Fernandina Beach, FL 32034	<b>261-1080</b>

## **MUSEUMS**

**Amelia Island Museum of History**  
233 South 3rd Street, Fernandina Beach, FL 32034

**261-7378**  
Contact: Administrator

**Florida Museum of Natural History**  
University of Florida, Museum Road, Gainesville, FL 32611

**392-1721**

**Karpeles Manuscript Library Museum**  
101 W. 1<sup>st</sup> Street, Jacksonville, FL 32206

**356-2992**

**MOCA – Museum of Contemporary Art**  
333 N. Laura Street, Jacksonville, FL 32202

**366-6911**

**Museum of Science and History**  
1025 Museum Circle, Jacksonville, FL 32207

**396-7062 Ext. 226**  
Contact: Scheduling manager-education department-  
line answered 2:00-5:00 p.m.

Structured school programs are available in the following areas: natural science, physical science, health, humanities, astronomy and early childhood. These programs are based on the curriculum objectives. The Alexander Brest Planetarium (entry is through the museum) features a sophisticated star projector and sound show. The Planetarium is open only during show times and lasts for 30-40 minutes.

**MOSIMAX (MOSI) – Museum of Science and Industry**  
4801 East Fowler Avenue, Tampa, Florida 33617-2099

**Information - 813-987-6100**  
**Reservations - 813-987-6000**

MOSI & MOSIMAX are wheelchair accessible and open 365 days a year at 9:00 a.m. daily. Closing hours are seasonal. Group rates available for 15 or more. Florida's only IMAX® DOME theater, a chance to experience the latest in giant-screen movie technology and live theater. MOSI is a 47-acre campus where science comes to life and the home of the largest science center exhibition space in the southeastern U. S. and has a science store. The Saunders Planetarium has daily shows for star gazers. The GTE Challenger Learning Center is one of only 25 in the country and simulates a space shuttle mission. Guests can play, hike through The Back Woods trails, take a class, sign up for adventure travel and encounter living things in the "Bioworks Butterfly Garden" or endangered gopher tortoises. It is sponsored in part by the State of Florida, Dept. of State, Division of Cultural Affairs, and the Florida Arts Council.

**Museum of Southern History**  
4304 Herschel Street, Jacksonville, FL 32210

**388-3574**

Includes ante-bellum period (1840-1865), pre-historic display, artifact, and research library.

## **PERFORMING ARTS AND THEATERS**

### **Alhambra Dinner Theatre**

**641-1212**

1200 Beach Boulevard, Jacksonville, FL

Fee Charged. Presents professional theatrical productions the year round (closed on Mondays) in the atmosphere of an old Spanish castle. Buffet Dining.

### **The Equestrian Center of Jacksonville**

**904-573-3163**

13611C Normandy Blvd.  
Jacksonville, FL 32221

### **The Florida Theater Performing Arts Center**

**355-2787 or 355-5661**

128 East Forsyth Street, Jacksonville, FL 32202

Contact: Event Coordinator

Tours cannot be given on days of performances. The Florida Theater, member of the National Register of Historic Places, continues to be the "cultural ear" of Jacksonville. Recognized as one of Jacksonville's most treasured architectural and cultural landmarks, the historic Florida Theatre hosts over 200 different events of all kinds each year, from lectures to films, from ballet, drama and classical music to rock, pop, country and comedy. The 1927 vaudeville house/movie palace located downtown was restored to its original splendor in 1983

### **IMAX Theater**

**904-940-4123**

1 World Golf Place  
St. Augustine, FL 32092

Fee charged. Theater requires prepayment to reserve seats. A picnic area is in the vicinity.

### **Island 7 Theater**

**261-9867**

1132 South 14th Street, Fernandina Beach, FL 32034

### **Jacksonville Symphony**

**354-5479**

33 South Hogan Street, Suite 400, Jacksonville, FL 32202

Contact: Coordinator of Ed. Concerts

Fee charged. Introduction to classical music and the symphony orchestra. Lasts 50 minutes. Performs a series of symphonic productions annually at the Florida Theatre and Civic Auditorium.

### **Murray Hill Theater**

**388-3179**

932 Edgewood Avenue, Jacksonville, FL

### **Players-By-The-Sea**

**249-2022**

221 2nd St. North, Jacksonville Beach, FL

For the past 27 years has provided community theater with unusual and demanding drama for the Beaches area. Performances are at the theater.

### **Prime F. Osborn III Convention Center**

**798-3000**

1000 W. Water Street, Jacksonville, FL

**River City Playhouse**  
1026 Edgewood Ave., S, Jacksonville, FL 32205

**388-8830 or 388-8390**  
Contact: Managing Director

**Theatre Jacksonville**  
2032 San Marco Boulevard, Jacksonville, FL 32207

**396-4425**

Fee charged. America's longest running community theatre.

**Theatreworks, Inc.**  
630 May Street  
Jacksonville, FL 32204

**353-3500**  
Contact: Executive Director

Fee charged. Live performances at the Florida Theatre. Cultural arts chairman, PTA chairman or principal can contact us about our in-school productions. Our newsletter is sent to all schools in the spring giving information about what is available for the next year. Our poster is sent during teacher pre-planning with all the shows, dates and times. Early reservations are encouraged. A nonprofit organization that brings professional touring theatre to the community. Also sponsors theatre for school children at the Florida Theatre and presents a Sunday series for families.

**Times Union Center for the Performing Arts**  
300 W. Water Street, Jacksonville, Florida

**633-6110 Administration**  
**630-3900 Ticket Information**

**Tinseltown (Cinemark Tinseltown USA)**  
4535 Southside Blvd.  
Jacksonville, FL

**998-2020**

**Veterans Memorial Arena**  
300 A. Phillip Randolph Blvd.  
Jacksonville, FL 32202

**630-3900**

Any activities (games, contests, etc.) and tours of coliseum.

## **TRANSPORTATION AND SPACE PROGRAM**

**AMTRAK-Railroad Passenger Corporation**  
Jacksonville, FL

**1-800-872-7245**

**Fantasy of Flight**  
P. O. Box 1200  
Polk City, FL 33868-1200

**863-984-3500**  
FAX 941-984-9506  
Contact: Shane Smith

Fee charged. Reservations should be made as soon as possible.

Admission includes Fantasy of Flight, take a flight in FIGHTERTOWN, our state-of-the-art flight simulators, guided tour of our attraction, showcase hangar and restoration facility. Fantasy of Flight is an aviation-themed attraction featuring an array of vintage aircraft from the world's largest private collection, themed sight-and-sound "immersion experiences" simulating memorable moments in aviation history, flight simulators that realistically capture the sensation of participating in a W.W.II aerial battle over the Pacific. It will offer students the opportunity to first learn about the history of aviation with the use of short documentary videos featuring pioneers in aviation prior to visiting the attraction.

**Fernandina Beach Municipal Airport**  
Fernandina Beach, FL 32034

**261-7890**

**Hilliard Airport**  
Hilliard, FL

**Jacksonville International Airport**  
Jacksonville, FL 32218  
Contact: Jacksonville Port Authority

**741-4902**

630-3080

**Jacksonville Transportation Authority**  
100 North Myrtle Avenue, Jacksonville, FL 32204

**630-3181**  
Contact: Assistant Marketing Manager

**Spaceport U.S.A.**  
**Kennedy Space Center**, Cape Canaveral, FL 32899

**(321) 449-4400**  
Contact: Group Reservation Officer

Fee charged for bus tour and Imax Theater. Galaxy Theater, Exhibit Tour, and Space Movie free. Groups should arrive 30 minutes before scheduled tour. A cafeteria is available. Students may bring lunches. NASA, in cooperation with T.W. Recreational Services, provides a student lecture-tour program every day of the year except Christmas. The program is conducted by professional educators. A brochure is available.



## **ADDENDUM – ADDITIONAL APPROVED LOCATIONS**

**Amelia River Cruises**  
1 N. Front St.  
Fernandina Beach, FL 32034  
[www.ameliarivercruises.com](http://www.ameliarivercruises.com)

904-261-9972

Eco Tours departing from the Fernandina Harbor Marina. Tours are presented by a naturalist expert in the marine environment. Guests experience the operation of the Otter Trawl shrimp net. The catch is displayed in an aquarium on board, identified, and released back into the wild. Dolphins, birds, and other wildlife may be observed and identified during the trip.

**Dave and Buster's Restaurant and Arcade**  
7025 Salisbury Rd.  
Jacksonville, FL 32256

904-296-1525

**Daytona 500 Experience**  
Daytona International Speedway  
1801 W. International Speedway Blvd.  
Daytona Beach, FL 32114

386-681-4251 Main Group Sales Line

[www.daytona500experience.com](http://www.daytona500experience.com)

Fee Charged.

Students will race into action with hands-on physics lab stations set in the very garages their NASCAR heroes use while racing. IMAX theater presentation available: NASCAR 3-D. Speedway Tour Trivia and Heritage of Daytona Scavenger Hunt activities available. Field trips must be booked at least 72 hours in advance. When booking, have the following information at hand: date of trip, number attending, arrival and departure times.

**Egans Creek Greenway**  
City of Fernandina Beach  
Parks and Recreation Department  
2500 Atlantic Avenue  
Fernandina Beach, FL 32034  
[www.fernandinabeachflorida.org](http://www.fernandinabeachflorida.org)

904-310-3363

**Hands On Children's Museum**  
8580 Beach Blvd.  
Jacksonville, FL 32216

904-642-2688

Fee charged.

6500 square feet of interactive, hands-on exhibits for children from ages 1-12 such as Little Vets (dress up like Veterinarian and give pets a checkup), Kids Mini Bank, Winn Dixie Lil Grocery, Kids US Postal Office, KIDS TV Newsroom, You're the Star Stage, Wheelchair Basketball, S.S. Spinghetti, Puppet Stage, First Adventures Toddler Room, 50's Café, Climbing Tubes and Ball Pit, Fire Truck, Train, Checkers, Tea Party, Gears Table and more.

**Hoggetowne Medieval Faire**  
P. O. Box 490  
Gainesville, FL 32602  
Alachua County Fairgrounds  
2900 NE 39th Ave.  
Next to the Gainesville Regional Airport on SR 222

352-393-8536  
Fax: 352-334-2249

Website: <http://www.gvltculturalaffairs.org/> (click on Hoggetowne Medieval Faire under Events)

For two weekends each year, the Alachua County Fairgrounds comes to life as Gainesville celebrates the Annual Hoggetowne Medieval Faire excitement. The clear blasts of trumpets mingle with the laughter of children as the kingdom of Hoggetowne opens its gates in late January/early February. Dancers and singers in period garb perform to delighted crowds. Artisans sell their fine wares while a variety of merchants such as; blacksmiths demonstrate their skills. Magicians amaze crowds with their secret arts. Full-armored knights battle one another from horseback for the honor of the King and Queen. Watch as Robin Hood and his Merry Men match wits with King John in a human chess game on a living chessboard. Produced by the City of Gainesville Division of Cultural Affairs. School Day registration form available online.

**LEGOLAND Florida**  
**One LEGOLAND Way**  
**Winter Haven, FL 33884**

**1-877-350-5346**

[http://florida.legoland.com/en/buy\\_tickets/education/](http://florida.legoland.com/en/buy_tickets/education/)

Science, Technology, Engineering, and Math (STEM) visits, grades K-6, minimum 15 students to book a class.

**Magic Wardrobe Theater**

**904-730-2100**

Jewish Community Alliance  
8505 San Jose Blvd.  
Jacksonville, FL  
Website: [www.jcajax.org](http://www.jcajax.org)

The JCA theatre program consists of four components: The Magic Wardrobe Theatre, the Imagine Nation series, Theatre Camp and the Theatre of Youth, all designed to build positive self-esteem within a fun, structured and creative environment. Theatre of Youth produces three shows a year with the performers ranging in age from five to 17 years old.

The cornerstone of the theatre programs is the Magic Wardrobe Theatre, which is designed to teach children the value of character development with each production conveying positive messages about good morals and ethics. This program provides children the opportunity to be exposed to live theatre, learn valuable lessons that capture their imagination, and for many, spark an interest of theatrical desires within themselves.

**Orlando Science Center**

**407-514-2000**

777 East Princeton St.  
Orlando, FL 32803-1291  
Website: [www.osc.org](http://www.osc.org)

**Toll Free 888-OSC-4FUN**  
Fax: 407-514-2277  
Email: [info@osc.org](mailto:info@osc.org)

Orlando Science Center offers hands-on fun for all ages through engaging interactive exhibits, live programming, giant-screen films, school field trips and school-break camps. Programs for grades Pre-K - 12 support the Florida Sunshine State Standards. An online field trip registration form is available.

**Pirate Dinner Adventure**

**407-248-0590**

6400 Carrier Dr.  
Orlando, FL 32819  
Website: [www.piratesdinneradventure.com](http://www.piratesdinneradventure.com)

Dinner show attraction. Guests are entertained with an astonishing display of special effects wizardry, aerial artistry, swashbuckling swordplay, dynamic duels and daring-do; a classic story of good vs. evil that offers the perfect blend of action, adventure, comedy and romance; the opportunity to interact in the adventure; and a sumptuous dining experience.

**Scottish Rite Theater/Masonic Center**

**904-355-7633**

965 Hubbard St.  
Jacksonville, FL

**Stay n Country Ranch**  
**96125 Blackrock Rd.**  
**Yulee, FL 32097**  
**[www.stayncountryranch.net](http://www.stayncountryranch.net)**

**904-322-9739**

**Strikers Bowling Alley** (formerly Nassau Bowling Center)  
850822 US Highway 17  
Yulee, FL 32097

**225-1077**

Open 7 days a week. Groups welcome, game room, snack bar.

**Sweet Pete's**  
**1922 Pearl St.**  
**Jacksonville, FL 32206**  
**[www.sweetpete.net](http://www.sweetpete.net)**

**Office: 904-376-7161**  
**Event Planner: 904-509-4764**

Sweet Pete's is an all-natural sweet shoppe located in Historic Springfield. The company was founded by Peter Behringer, the "Peter" of Peterbrooke Chocolatier. Field trip themes include: Focus on the history and science of chocolate; Taffy Pull; Presidents' Day; Candy Cane Pull. Specify the grade level upon booking your trip. Field trips last approximately 1 hour.

**UF Health Jacksonville**  
653 W. 8<sup>th</sup>  
Jacksonville, FL

**904-244-0411**

## **IN AND OUT OF COUNTY RESOURCES**

Contact: The closest resource most convenient to your school:

Art - Gallery, Dealer, School, Studio, Academy, Artist  
Animal Shelter - Veterinarian  
Bakery  
Banks – (Federal Reserve Bank-Jacksonville)  
Barber/Beauty Shop  
Bowling Alley  
City Hall  
Court - County and City  
Courthouse  
Dairy  
Depot  
District - Business and Historic  
Factory  
Fairs – Jacksonville, Northeast-Callahan-(including setting up and removal of fair booths)  
Farms  
Fire Stations (EMT/Paramedics)  
Florists  
Forestry Facility  
Health Units, Public  
Insurance Companies  
Landfill  
Libraries  
Malls and Shopping Centers - Local, Jacksonville, Etc.  
Medical - Doctor, Dentist, Orthodontists, Laboratories, Vision Care, Veterinarian, Hospital and their offices  
Miniature Golf  
Movie and Theater  
Newspaper Offices  
Nurseries  
Parks - City, County, State, various ball parks  
Playgrounds  
Police Department  
Post offices  
Ranches/Stables  
Realtors  
Recreation Center  
Recycling Centers  
Rescue Stations  
Restaurants  
Sam's Clubs  
Schools and Colleges  
Sheriff's Department  
Store and Business - Convenience, Department, Grocery, Etc.  
Telephone - Company/Offices  
Theater - Movie, Live Performances  
Utility Company/Office

## **Extra-Curricular and Co-Curricular Trips**

**Academic Competitions** – All competitions such as Envirothon, engineering competitions, etc.

**Agriculture - All FFA programs, contests, competitions, conventions.**

College of Agriculture Career Day  
Conventions, State  
Envirothon, State  
MacClenny Ag. Center

Foliage Festival  
Land judging and soil conservation  
Judging Contest/Schools

**Athletic Events - covered in appendix E of the negotiated contract. All regular season and tournament events.**

**Senior High-** Football, Basketball, Baseball, Softball, Volleyball, Track, Golf, Tennis, Wrestling, Weight Lifting, Soccer, Bowling, Swimming and Cheerleading.

**Middle School-** Intramural, Football, Basketball, Volleyball, Track, Soccer, Softball, and Cheerleading.

**Business Education - All FBLA programs, contests, competitions, conventions.**

Accounting firms and/or CPA offices  
Attorney-at-Law offices  
Business machine companies--IBM  
Department stores and credit and/or business offices  
Savings and loan associations  
Word/data processing centers  
University/college--business and computer classes

**Job/Career Fairs – In Nassau and Duval Counties**

**Clubs -** High-Q, JV High-Q, Student Council, Yearbook (Ad Sales), Beta, Jr. Beta, Fellowship of Christian Athletes, SADD, etc. (Includes all officially recognized school clubs.)

Competitions, contests, activities, conventions, matches, tournaments, meetings, retreats, & FL Jr. Beta Convention

Commissioner's Academic Challenge, Walt Disney World - County High-Q team travels to Walt Disney World to compete with other counties.

**Community Service -** (Cleaning the Beach, Etc.)

**Diversified Education – All CECF/BPA programs, contests, competitions, conventions.**

**Career and Technical Education Co-Curricular Organizations – All programs, contests, competitions, conventions and meetings.**

**Exceptional Student Education -** Teachers may schedule any trip, workshop or visitation for their students, which will function as an extension of experience-based or functional curriculum and teach skills in their natural environment. The following are good examples:

Game Arcades  
Laundromats  
Occupational Training Classes

Sporting Events  
Taxi  
Special Olympics

Walking/Biking Tours

### **Fairs and Symposiums-**

Fair, Fair Grounds - Northeast Florida-Callahan, and Jacksonville  
Regional Science Fair  
Science, Engineering, Art  
Kiwanis Regional Science & Engineering Fair  
Jr. Science Engineering & Humanities Symposium

### **Family and Consumer Sciences - All FCCLA programs, contests, competitions, conventions.**

Child Care/Child Development	General/Career
Clothing Selection Construction	Home Furnishings and Housing
Foods--Nutrition/Preparation	
Culinary Skills Day, The Institute of Culinary Arts, Eastside High School, Gainesville	

### **Field Days**

**Grad Nite** - Disney World, Universal Studios, etc.

**Graduation Ceremonies** - Arrangements, Etc.

### **Health Occupations - All HOSA programs and competitive events.**

Blood Bank	Special schools and Universities
Community Colleges	Nursing homes
Fire stations (EMT/Paramedics)	Public Health Department
Nonprofit Health Care Agencies/Organizations	Workshops & Advisory Meetings
Camp Kulaqua - AIDS Training	Teen Health Conference
Health Career Conventions	
Selected offices of-dentists, doctors, laboratories, orthodontists, veterinarians, and vision care	

### **Industrial Education – All SkillsUSA programs, contests, competitions, conventions.**

### **Junior Reserve Officers Training Corps (Jr. ROTC)**

Camp Blanding	NAS Cecil Field
Craig Field (National Guard Armory)	Naval Air Station
Kennedy Space Center	NJROTC Boot Camp
Camp Shands, Melrose, Florida	Naval Training Center
Nease High School	

**NJROTC Unit Embark Cruises** aboard U. S. Navy ships originating and terminating at Naval Station, Mayport.

### **Music - Band - Color Guard - Choral Groups and Madrigals – All performances and competitions**

Exchange performances in other Nassau County schools  
Florida Music Educators Assoc.-All-State Band Conference, All-District Band, District Honors Band, All-County,  
Orchestra, Chorus, Clinic/Conference  
Middle and High School Band Festivals - District and State  
Recruitment, Reward Trips  
School-related performances - football games, concerts, etc.

**Orientation - All schools**

**Prom** - Arrangements, decorate, Etc.

**Shrimp Festival**  
Fernandina Beach, FL

**Spelling Bee**  
Nassau County School Board Office  
1201 Atlantic Avenue  
Fernandina Beach, FL 32034

**Student Trips Sponsored by NEFEC**  
(Teen Summit, Peer Mediation Training, etc.)

**Technology Education – All FL-TSA programs, contests, competitions, conventions.**

**Teachers are not limited to this list for community-based instruction. Teachers may also schedule any field trips from this entire approved list as appropriate to their course of study.**

## INDEX

### Alphabetical Listing of All Approved Educational and Extra-Curricular Trip Locations

Adventure Landing	24
Alhambra Dinner Theatre	45
Amelia Island Care Center	34
Amelia Island Museum of History	44
Amelia Island Plantation	27
Amelia River Cruises	48
American Lighthouse Historical Society	35
AMTRAK – Railroad Passenger Corporation	47
Animal Clinic of Nassau	27
Arlington Nursery and Garden Center, Inc.	27
Baptist Medical Center Nassau	34
Blount Island	27
Buckman Wastewater Treatment Plant	27
Busch Gardens	40
Camp Keystone	35
Carey State Forest	35
Castillo de San Marco National Monument	35
Chuck E Cheese's – Regency	24
Chuck E Cheese's – Orange Park	24
City Hall – Mayor's Office (Jacksonville)	32
Club 14 Fitness	34
Comcast Cable	27



Conner's Amazing Acres	-----	40
Craig Field (National Guard Armory)	-----	27
Cummer Gallery of Art	-----	26
Dave and Buster's Restaurant and Arcade	-----	48
Daytona 500 Experience	-----	48
Daytona State College	-----	31
Diamond D Ranch (Rent Horse Stables)	-----	40
Disney World (Animal Kingdom)	-----	40
Disney World (Discovery Island Zoological Park)	-----	40
Disney World (Epcot)	-----	40
Disney World (The Living Seas Pavilion)	-----	40
Disney World (Magic Kingdom)	-----	40
Disney World (MGM Studios)	-----	40
Duval County Jail	-----	32
Edward Waters College	-----	30
Edward Waters College/Obi Art Gallery	-----	26
Egans Creek Greenway	-----	48
Equestrian Center of Jacksonville, The	-----	45
Extracurricular and Co-Curricular Trips	-----	52-54
F.A.A. General Aviation Air-Karman	-----	27
Fantasy of Flight	-----	47
Farmers Market	-----	40
Federal Aviation Administration's Air Traffic Control Center	-----	27
Federal Property Assistance	-----	32

Fernandina Beach Historical Area	-----	35
Fernandina Beach Municipal Airport	-----	47
First Coast Regional Envirothon	-----	41
Florida Air National Guard	-----	27
Florida Caverns State Park	-----	35
Florida State College (multiple locations)	-----	30
Florida Division of Forestry	-----	27
Florida Museum of Natural History	-----	44
Florida Publishing Company (The Florida Times Union)	-----	27
Florida School for the Deaf and Blind	-----	30
Florida Solar Energy Center	-----	41
Florida State University	-----	30
Florida Sun Printing	-----	27
Florida Technical College	-----	30
Florida Theater Performing Arts Center, The	-----	45
Flowers Baking Company	-----	28
Fort Caroline National Memorial	-----	35
Fort Clinch State Park	-----	36
Fort Matanzas	-----	36
Friendship Park Fountain	-----	36
Hands On Children's Museum	-----	48
Hanna Park – See Kathryn Abby Hanna Park	-----	37
Hilliard Airport	-----	47
Hilliard Manor	-----	34

Hilliard Post Office	-----	32
Hilliard Town Hall	-----	32
Hoggetowne Medieval Faire	-----	48
Huguenot Memorial Park	-----	36
Humana Hospital	-----	34
IMAX Theater	-----	45
In and Out of County Resources	-----	51
Island 7 Theater	-----	45
Island Art Association Cooperative Gallery	-----	26
Island Falls Adventure Golf	-----	24
ITT Technical Institute	-----	30
Jacksonville Art Museum	-----	26
Jacksonville Canning Center	-----	28
Jacksonville Historical Center	-----	36
Jacksonville Ice and Sportsplex	-----	24
Jacksonville International Airport	-----	47
Jacksonville Jaguars	-----	24
Jacksonville Landing	-----	41
Jacksonville Municipal Stadium	-----	41
Jacksonville Port Authority	-----	28
Jacksonville Public Libraries	-----	32
Jacksonville Sports Complex	-----	41
Jacksonville Symphony	-----	45
Jacksonville Suns Professional Baseball Club	-----	24

Jacksonville Transportation Authority	-----	47
Jacksonville University	-----	30
Jacksonville Wolfson Children's Hospital	-----	34
Jacksonville Zoological Park	-----	41
Jones College	-----	30
Karpeles Manuscript Library Museum	-----	44
Kathryn Abby Hanna Park	-----	36
Kennedy Space Center	-----	47
Kingsley Plantation Historic Site	-----	36
Kuhn Flowers	-----	28
LEGOLAND Florida	-----	49
Little Talbot Island State Park	-----	37
MacClenny State Hospital (Northeast Florida State Hospital)	-----	34
Magic Wardrobe Theater	-----	49
Marineland of Florida	-----	41
Marjorie Kinnan Rawlings (Home)	-----	37
Mayport	-----	37
Mayport Naval Base	-----	32
McDonald's	-----	24
Medieval Times	-----	41
Metropolitan Park	-----	37
Millennium Specialty Chemicals	-----	42
Morocco Shrine Auditorium	-----	42
MOSIMAX – (MOSI) – Museum of Science and Industry	-----	44

Murray Hill Theater	-----	45
Museum of Contemporary Art	-----	44
Museum of Science and History	-----	44
Museum of Southern History	-----	44
Nassau Bowling Center (now Strikers Bowling Alley)	-----	24
Nassau County Council on Aging	-----	32
Nassau County Court House (Historic and Judicial Annex)	-----	32
Nassau County Jail	-----	32
Nassau County Public Library, Fernandina Branch	-----	32
Northeast Florida State Hospital	-----	34
Ocean Highway and Port Authority	-----	33
Old Towne Carriage Company – Historic Tours	-----	37
Oleno State Park	-----	37
Olustee Battlefield	-----	37
Orange Park Beauty Academy	-----	30
Orange Park Mall	-----	42
Orlando Science Center	-----	49
Osprey Village – Assisted Living	-----	34
Payne’s Prairie State Preserve	-----	37
Peterbrooke Chocolatier	-----	28
Pioneer Settlement for the Creative Arts	-----	38
Pirate Dinner Adventure	-----	49
Players-By-The-Sea	-----	45
Prime F. Osborne III Convention Center	-----	45

Provine Studios	-----	28
Publix Supermarket	-----	28
Publix Supermarkets Warehouse	-----	28
Pumpkin Patch	-----	42
Putt-Putt Golf Course	-----	25
Quality Health of Fernandina Beach	-----	34
Rayonier	-----	28
Regency Mall	-----	42
Ritz Carlton	-----	28
River City Playhouse	-----	46
Riverside Hairstyling Academy	-----	31
Riverwalk	-----	25
RockTenn	-----	28
RockTenn – Research Center	-----	28
Sally Industries	-----	28
Sam’s Club	-----	28, 29
Scottish Rite Theater/Masonic Center	-----	49
Sea World of Florida	-----	42
Silver Springs	-----	42
Skate Station	-----	25
Southeastern Bank of Florida	-----	29
Spaceport U.S.A., Kennedy Space Center	-----	47
Speech and Hearing Center, Inc	-----	34
State Capitol Complex	-----	33

State House of Representatives – Twelfth District	-----	33
Stay n Country Ranch	-----	50
Stephen Foster State Folk Culture Center	-----	38
Stetson University	-----	31
St. Augustine Historical Tours	-----	38
St. Mary's River State Park	-----	39
Strikers Bowling Alley	-----	50
Sweet Pete's	-----	50
Theatre Jacksonville	-----	46
Theatreworks, Inc.	-----	46
Times Union Center for the Performing Arts	-----	46
Tinseltown (Cinemark Tinseltown USA)	-----	25, 46
Tree Hill, Inc.	-----	29
UF Health Jacksonville	-----	50
Universal's Islands of Adventure	-----	42
Universal Studios Florida and Nickelodeon Studios	-----	42
University of Central Florida	-----	31
University of Florida	-----	31
University of North Florida	-----	31
University of South Florida	-----	31
Veterans Memorial Arena	-----	46
VFW Lodge	-----	43
Water Department, City of Jacksonville	-----	29
WAWS-TV Fox 30	-----	29

Whetstone Chocolate	-----	29
White Oak Plantation	-----	43
Winn Dixie	-----	29
WJCT Channel 7 Public Television	-----	29
WJXT Channel 4	-----	29
Wolfson Children's Hospital	-----	34
WTLV Channel 12	-----	29
YMCA – Hilliard Branch, McArthur Family Branch	-----	43