



Group Planning Guidelines

We want your students to have the best possible learning experience during their visit to the Boise WaterShed. To facilitate a fun and safe visit, we've established the following guidelines to assist you with scheduling your group.

Planning Tips

Please take into consideration the following information when scheduling your group of 10 or more:

- Group travel time to and from the Boise WaterShed. Keep in mind how long it takes to board your bus (if traveling via bus), listen to safety information and get on the road.
- Time necessary for large groups to be assembled into smaller **pre-arranged** groups at the start of your visit if there are multiple group activities
- Number of parent chaperones needed to assist with activities
- Time of year – outdoor lessons are offered March-October only
- Transition time in between group activities – bathroom breaks, hand-washing, etc.
- Breaks needed to eat a snack or lunch
- Tour and lesson length, which should not be adjusted, unless otherwise pre-arranged with Boise WaterShed staff
- Book your group early (at least two weeks in advance). Reservations are on a first come, first serve basis, and some groups plan their visits several weeks in advance.
- When making a reservation, have the following information ready:
 - Group leader contact information (phone number/e-mail AND mailing address)
 - Desired date(s) of visit(s)
 - Desired time(s) of visit(s)
 - Student grade level
 - Number of students expected
 - Number of parent chaperones expected
 - Special needs/disabilities Boise WaterShed staff should be aware of – modifications can be made to lessons/tours
 - Desired group activities
 - Transportation (Bus or other vehicle) – drop-off and parking requirements differs for buses

# of students	Time commitment	Logistics
0 to 30 students	30 minutes to 4 hours	select up to four age-appropriate lessons or tours; students will remain as one group
30 – 60 students	2 to 4 hours	select a minimum of two and maximum of four lessons or tours; students will be divided into two groups and will rotate through the lessons/tours
60 to 90 students	3 to 4 hours	select a minimum of three and maximum of four lessons or tours; students will be divided into three groups and will rotate through the lessons/tours

Groups of more than 90 students are scheduled on a case-by-case basis due to staffing constraints. Length of visit and number of activities are dependent upon staff availability and the Boise WaterShed reservation schedule.

Suggested Lesson Packages

Choose from our many recommended group packages, or create your schedule from among our numerous lesson and tour offerings. Note: We can build a lunch or break period into any of our packages at your request.