

SCHEDULING FORM

Contact Information:

Group _____ Coordinator _____
Address _____ City _____ State _____ Zip _____
Daytime phone (_____) _____ Fax (_____) _____
Email _____ Grade Level(s) _____

Scheduling Information:

I. **Arrival:** Day/date _____ Time _____ First dining hall meal: **B L D**
(between 10:00 and 11:00 a.m.)

II. **Departure:** Day/date _____ Time _____ Last dining hall meal: **B L D**
(by 1:00 p.m.)

III. # of boys _____ # of men* _____
of girls _____ # of women* _____

8 people will be scheduled per room unless otherwise noted.

Would you like bag lunches "to go" on your last day?

Yes No

Will chaperones room with students?

Yes No (**CHAPERONES MUST BE AT LEAST 21 YEARS OF AGE**)

IV. Would you like evening snacks? Yes (*Please include the Evening Snack Options form with this form*)
 No, we are bringing our own.

V. We provide a birthday cupcake for those who have a birthday while here (*at no extra charge*). Please list the first names and dates of students with birthdays while at Eagle Bluff:

VI. Would you like us to schedule gift shop time for your group? Yes No

VII. Would you like your group to have access to soda vending? Yes No Adults Only

Group Background:

- ▶ Please share your goals for your Eagle Bluff trip?

- ▶ How do you prepare your students for this trip? Do you plan to use any Eagle Bluff Pre-Visit or Post-Visit Activities? (Activities can be found at: www.eagle-bluff.org/in-the-classroom.html)

- ▶ To better prepare ourselves and our curricula to best meet your students needs, please share their learning styles, behavior management techniques, discussion techniques, or any other helpful tips.

- ▶ Please share some comments regarding your last trip. How can our staff make this visit the best yet?

- ▶ Please note dietary/medical/physical/behavioral needs on the "Program Accessibility" Form.

Complete and Mail or Fax To:

Attn: Residential School Coordinator
Eagle Bluff Environmental Learning Center
28097 Goodview Drive Lanesboro, Minnesota 55949

Phone: (507) 467-2437; (888) 800-9558
Fax: (507) 467-3583
Email: schools@eagle-bluff.org

