

# Children's Water Festival

## Teacher Checklist

### Prior to the Festival:

- Secure transportation. Buses must still be ordered by you or your school.
- Follow your school's procedure to obtain parent/guardian signed field trip permission slips that include a photo release/ liability form.
- If any of your students do not give permission to be photographed – let us know by sending an email to [TRusch@ccwcd.org](mailto:TRusch@ccwcd.org). No photos will be taken of your class.
- Recruit 1 - 2 adult chaperons per class.
- Make a request to your kitchen manager for sack lunches for reduced/free students.
- 1 - 2 days prior, remind students of expected behavior and learning objectives for the Water Festival. Students will not bring anything with them to the Festival other than a backpack for sack lunch and refillable water bottle. There will be a designated area for lunch tote if you prefer.
- Dress for the weather – stations will be indoors and outdoors.
- 1 - 2 days prior, review your class-specific station assignments and facility map.

### During Festival:

- Teachers check-in at registration (site-specific map will be sent with your final class schedule about two weeks before the festival).
- Drop off lunches in designated location (if applicable).
- Guide students to your first presentation. First presentation begins at 9:30 am.
- Lead student transitions through the rotations (you will have a schedule and map; Water Festival volunteers will assist with directions).
- Take notes at each station to assist students with follow-up assessment.
- There will be designated areas for lunch identified on the map.
- Lead students back to bus parking lot after the final station.
- Complete Teacher survey and give to volunteer prior to loading the bus.

### Post Program:

- Have students complete the post Festival writing assessment included in this Teacher Packet.

