

Shelby Bottoms Nature Center

Field Trip Request Form



Thank you for your interest in an educational trip at Shelby Bottoms Nature Center. Please include as much information as possible when completing this form and send it to shelbybottoms@nashville.gov. A staff naturalist will contact you to follow up as soon as possible. **All SBNC field trips are free of charge.**

Contact the Nature Center at the email above or at (615) 862-8539 with questions or for more information. If you have not already done so, please review our 2024-25 Educator's Guide for field trip options at <https://rebrand.ly/SBNCedguide24>.

School or Group Name: _____ MNPS: Y N

Requested Field Trip: _____

Contact Person: _____ Contact Email: _____

Contact Phone: _____ Mobile Alternate Phone: _____ Mobile

Preferred Contact Method: Email Phone Best Time to Call: _____

Number of Students: _____

Number of Chaperones: _____

Grade Levels:

K 1 2 3 4 5 6

7 8 9 10 11 12

College Pre-K Other (please specify)

To assist with scheduling, please provide either

a) three individual dates your group is available to visit the Nature Center or b) a pattern of availability (ex: most Fridays September-October)

Arrival Time: _____ Departure Time: _____

Special Accommodations (learning or mobility needs, group considerations, etc)

Please describe any specific topics, standards, or activities you are hoping to have included on a field trip*

**SBNC field trips have flexibility for meeting teacher needs. We cannot meet every curriculum request but do our best to incorporate requested topics, standards, and activities when possible, and offer alternatives when not.*

Please remember the following SBNC group guidelines:

- Maximum group size per time slot is **75 students**. Larger groups may be able to split up over multiple days.
- Trips have a minimum group size of **10 students**
- Groups must have **1 chaperone per every 10 students**
- Field trip groups should span no more than **2 grades**, and younger siblings should not accompany students during programs.

Exceptions to these guidelines are made on a case-by-case basis and are not guaranteed. Please contact the Nature Center to discuss.

SBNC offers field trips **Tues-Fri, 10 am-12 pm**, dependent on staff availability. Afternoon trips are available on a case-by-case basis. *Educators may schedule one field trip per season (spring and fall)*

Having Lunch in the Park:
Please visit <https://rebrand.ly/SBNCpicnic> for information on reserving a shelter. Fees may be waived for MNPS groups. We recommend the Riverview Shelter for field trip groups.

