

2012 Iowa Children's Water Festival Teacher Information



This packet contains information to assist you with preparation for the Iowa Children's Water Festival. Please read **ALL INFORMATION THOROUGHLY** and share this with other teachers from your school who will be attending the Festival with you. If you have any questions or need additional information, please contact Brandon Shaw at brandon.shaw@ia.usda.gov or 641-648-5181 ext 4.

FESTIVAL DATE: Thursday May 10, 2012

LOCATION: Des Moines Area Community College, Ankeny, IA.
See <http://www.dmacc.edu/MapDirectionsAnkeny.asp> for maps and directions

THE FESTIVAL WILL BE HELD RAIN OR SHINE!

Please **BRING** a jacket, sweatshirt and/or other layers of clothing; as many activities are outside. Be prepared for the weather and understand that students may get wet to some degree because of the nature of the activities.

We ask that students **DO NOT BRING** electronics such as MP3 players, cell phones, game boys, etc. with them into the Festival. We are not responsible for lost or stolen items.

BUSES/PERSONAL VEHICLES

Buses will be guided to a designated unloading and parking area on campus, please watch for signs when arriving. Groups will head directly to their bus after their last class. If arriving by personal vehicle please park near the designated unloading area, to meet with class guides.

CHECK IN AT FESTIVAL

There will not be a registration desk. Buses will be boarded by a check in volunteer **PRIOR** to anyone getting off of the bus. The check in volunteer will verify the class and school aboard, and place a school/class designation sign in the window. Buses will then be directed to a designated unloading area to meet with class guides.

CLASS GUIDES

Class Guides bearing a sign with your school's name and group number will meet each group upon arrival. These guides will serve as Festival facilitators by helping the students off the bus and guiding your group through the day to and from your events. Please follow your guide to ensure that the festival runs smoothly. The Class Guide will give you a copy of the schedule. This schedule is also the teacher survey of the day's event which you can fill out as you go about the day and turn in to your Class Guide before leaving. There must be one adult in attendance per group.

Please **DO NOT** leave your group unattended during the festival activities. Class Guides are **NOT** responsible for disciplining students.

FESTIVAL SCHEDULE

We have divided students into groups of approximately 25 students. Each group is designated by a letter and number (ex. A-1, B-11, C-4). This group designation is very important, as the Festival is organized by using these numbers. **Make sure your students know their group number** so we can help anyone who may become separated from their group at any time. Your class is scheduled throughout the day for each session and is expected to attend each session for the entire period. Please do not walk out on presentations if you have a time constraint. If you need to leave early, please let us know so we can arrange your schedule and the presenter's schedule accordingly.

RESTROOMS

Please arrive early enough to allow time for students to use the restroom. We ask that students use the porta potties available outside Building 3W, outside of the exhibit hall and the lunch zones.

EXHIBIT HALL

Groups will visit the exhibit hall during their assigned time period. The exhibit hall will be crowded, so please provide adequate supervision for each class. Collection bags are provided for students as Festival exhibitors may provide "giveaways" for the students. Please remind your students to take only **ONE** of each item so that there will be enough for all of the children. In addition, please encourage your students to visit each of the exhibits.

LUNCH

Lunches are provided for all students, teachers, and bus drivers! The Water Festival committee thanks our sponsors for this generous contribution. Lunch will consist of a sandwich, chips, fruit, and cookie, along with water. There are three lunch zones: Red, Blue and Green. Please make sure to eat at the lunch zone specified on your registration so we do not run out of lunches at the different zones.

Anyone that has a special needs diet should bring their own lunch. We ask that **ONLY** those with special needs bring their own lunch. Lunch times vary from 10:50 to 12:50, depending on class schedule. Feel free to have your students pack a snack if you feel it necessary.

STUDENT NAME TAGS

We want to know who you are! Please provide nametags for your students and other adults to wear at the festival. **Label each with your student's name and group number** (ex. Kelly Richards, A-5). Be creative!

BUS DRIVERS

There will be a break room area available for your bus drivers. They will receive a lunch there.

SPECIAL NEEDS

Please notify us of anyone with special needs if you have not already done so. If you have students that will be taking medication, you will be responsible for holding on to that medication and administering it at the appropriate time(s). Please make sure the medication is labeled with the child's name, school name and group number in case of misplacement. There will be a Festival first aid station on-site in case of an emergency.

FESTIVAL EVALUATION

Throughout the Festival, you will be asked to fill out an evaluation form that is part of your class schedule. This allows you to write comments throughout the day at each session. Your feedback is crucial to the success of the Water Festival so please complete the evaluation and turn in to your class guide. Thank you.

ADDITIONAL INFORMATION

Additional information relating to the festival may be found by visiting www.iowachildrenswaterfestival.org.