





\*Please read all policies and procedures below and initial at the bottom.

## Vessel Policy

1. The *Education Vessel (E/V) Discovery* will be docked at various locations along the coast. The SCDNR will not relocate the vessel except during the scheduled relocations that are set each year.
2. The *E/V Discovery* can accommodate 35 participants including children and adults, but the number of participants is the discretion of the captain and Program Coordinator.
3. One chaperone must be present for each program. See Chaperone Responsibility.
4. All participants must be at least in the 5th grade and 10 years old.
5. All participants are required to wear a US Coast Guard approved Personal Floatation Device (PFD), or life jacket while on board. PFDs are provided to participants upon boarding.
7. SCDNR staff will give a safety talk before boarding the vessel. Staff will indicate the location of first aid kits, life jackets and procedures to follow in the event of an emergency.
8. Inappropriate behavior such as not following directions, throwing objects or litter from the vessel, horseplay, running, hanging from sides, lack of cooperation, etc. will not be tolerated. Should this type of behavior occur, the captain has the authority to terminate the program and return to the dock.
9. Any groups with participants requiring special accommodations, such as wheelchair assistance, must submit a description of accommodations needed on the Carolina Coastal Discovery Program Request Form as well as any medical conditions and medications of participants with asthma, diabetes, etc. If no medical conditions exist among participants, this should be indicated on the Program Request Form. It is the passenger's responsibility to have medication available and with them onboard.

## Land Program Policy

1. Land-based programs will take place outside, in a classroom or both.
2. Group Contact should inform participants to wear appropriate outdoor clothing, see What to Wear/Bring.
3. Students must stay with their assigned groups and chaperones at all times. It is the chaperone's responsibility to ensure all students are accounted for throughout the program.
4. Land programs are suitable for all ages and grades.
5. Dissections will utilize sharp tools, and in some cases, chemically treated specimens. Upon request, SCDNR staff will provide gloves.
6. Binoculars, field guides and/or all other educational supplies will be provided.
7. Inappropriate behavior will not be tolerated, and the program may be terminated in the event of misbehavior.

## Cancellation Policy

If a group must cancel their program they must notify the Education Coordinator as soon as possible and no less than 24 hours before the scheduled date with a valid excuse. Canceling after this deadline will prohibit another group from participating in this experience.

The education and outreach staff have the right to cancel any and all programs due to inclement weather.



## Weather Policy

The safety of students, teachers, participants, and staff during our programs are paramount. Inclement weather includes strong winds, rough seas, small craft advisories, lightening, rain and extreme temperatures. Weather cancellations will be made upon advisement from the boat captain or staff member in charge and will be made within 24 hours of the scheduled trip. All efforts will be made to reschedule.

Programs will NOT be conducted in case of the following:

- Vessel:
1. The temperature exceeds 100° F.
  2. There are strong winds.
  3. There is a small craft advisory.
  4. There is lightening.
- Outdoor Land:
1. There is 60% chance of rain or higher.
  2. The temperature exceeds 100° F.
  3. There is lightening.

## What to Bring

**What to Wear/Bring:** Most programs are outdoors so participants should wear appropriate attire and footwear. (ex: jeans, T-shirt, sneakers, jacket, hat). Flip-flops are not allowed. Loose or baggy clothing should not be worn. Sunglasses, camera, bug spray, sunscreen, food, and water. (no refrigeration or food service is available) The vessel captain will determine if attire is appropriate.

**What NOT to Wear/Bring:** Skirts, dresses, open-toed shoes, high-heeled shoes, flip-flops or loose clothing. Drugs, alcohol, guns, knives or any other weapon. IPOD, games or other electronic devices (items will not be allowed during program and must be left on the bus if brought). Valuable jewelry or personal items.

## Chaperone Responsibilities

The Carolina Coastal Discovery Program provides fun, hands-on learning experiences for formal and informal education groups. The South Carolina Department of Natural Resources (SCDNR) requires the presence and aid of chaperones to ensure the safety and smooth delivery of each program.

1. **One chaperone/teacher must be present per group of students.** Each chaperone/teacher must obtain from the lead teacher(s) the names of the students in their group prior to arrival. It is the chaperone's responsibility to become familiar with their group and be aware of any medical needs or disabilities.
2. **Chaperones are in charge of group behavior and manners.** Chaperones must monitor the behavior of their students and enforce the rules from DNR staff. It is imperative that rules are followed while students are on the boat. If rules are not followed, the captain of the vessel reserves the right to return to boat to the dock. Rules must also be followed in the field or in the classroom, or the education program will be terminated.
3. **Chaperones should help staff remain on schedule** to ensure that all students enjoy the program to its maximum potential.
4. **Chaperones should monitor disposal of any litter.** The facilities you are visiting are kept in a presentable condition and should remain so for future groups. If you observe litter on the ground, pick it up or have the students collectively do a trash pick-up. Groups that damage or leave the facility in disarray may not be allowed to schedule another program in the future.
5. **As a chaperone, you may prevent a student from participating in the program due to misbehavior.** Please alert the lead teacher and appropriate SCDNR staff for further instructions on this matter.
6. **Please monitor the behavior of students in other groups.** If you observe misbehavior, disobeying of the rules, or any other form of disruptive action from a group other than your own, please offer assistance to the chaperone of that group and alert SCDNR staff.
7. **No drugs or weapons will be tolerated.** Any drugs, weapons, or other illegal items or actions must be reported immediately to SCDNR personnel and appropriate authorities.



## Discovery Marine Wildlife Educational Catch Policy

The Carolina Coastal Discovery Program captures, handles, and returns marine life with the intention of providing hand-on learning experiences for participants. Behavior of crew and staff must always reflect a respect for wildlife and preservation of specimens.

Specimens will be collected during a designated trawl time. Trawl time will be between 10-25 minutes and will not exceed 30 min. Catch will be sorted immediately and retained in designated areas. Marine life will be placed in holding tanks and provided with fresh water and an oxygen supply (when needed based upon weather conditions). Duplicate wildlife specimens will be returned, keeping only one of each species in catch. Wildlife species sensitive to disturbance will be discussed first and returned quickly. All marine life will be returned to the water at the close of the program unless otherwise designated.

Reasons for keeping educational catch include:

- For scientist/research
- For classrooms/by schools
- For DNR outreach programs

Taking specimens back to the classroom:

Many groups request to take a few representative specimens back to the classroom for further observation and study. Only approved institutions and instructors are allowed to handle/keep marine specimens, please speak with the education department if you are interested. If you would like to keep specimens alive, please bring a large water tight container and a portable aerator. There is a seawater hose on board to fill the container. The Marine Resources Division does not provide materials in which to take live specimens back to the classroom or to preserve specimens.

PLEASE NOTE: \*\*\* State policy requires that any specimens taken from a research vessel be used strictly for research or education purposes. Groups will not be allowed to take shrimp, crabs, or any other organism for personal consumption. This policy will be strictly enforced. The sale of these specimens is against the law.

### Liability

The SCDNR cannot be held responsible for any lost, damaged or stolen property before, during or after a **Carolina Coastal Discovery** Marine Education Program, scientific cruise, or at any SCDNR facility or property.

Photographs may be taken of program participants to be use for DNR education or advertisement purposes. If there is a conflict with this, please notify staff.

Please initial to indicate you have read all of the above policies: \_\_\_\_\_ Date: \_\_\_\_\_