

**San Diego City Schools  
BALBOA PARK PROGRAM**

School \_\_\_\_\_

Date Scheduled \_\_\_\_\_

**Welcome to Parents of 5<sup>th</sup> Grade Students:**

The Off Campus Integrated Learning Experiences (OCILE) program offers students positive integrated opportunities for learning which enhance his/her awareness, acceptance, and appreciation of cultural diversity. This is a unique and valuable opportunity for your child to participate in the Balboa Park Program.

The children will be transported by bus from their school of attendance to the Balboa Park school site. Upon arrival they will be organized into small, integrated groups and assigned to a qualified staff member who will assist them in various educational experiences. These experiences will include visits to such places as the San Diego Zoo, Aerospace Museum, Natural History Museum, the Fine Arts Gallery, the Museum of Man, Hall of Champions, World Beat Center, and other places of educational interest.

**Hours/Days:**

Program hours are from 9:30 a.m. to 3:30 p.m. There are no half days for students.

**Transportation:**

**Morning Bus Service**

- Children should report for school each morning at the time designated by their school principal.

**Afternoon Bus Service**

At the end of the school day students will be returned to their school of attendance with the following exceptions:

- Magnet students may choose to be delivered to one of the following elementary schools: school of attendance, neighborhood school, or the school based on the student's bus service address.
- VEEP and Capacity students will be delivered to their neighborhood school within the feeder pattern
- Special education students will be delivered to their regular afternoon bus stop.
- Buses will arrive at students' neighborhood school by 4:30 p.m., depending on transportation routes.

**Parent Pickup**

- Please telephone the Balboa Park Program office at (619) 293-4459.
- Send a note with your child to give to the Balboa Park Office.
- Be prepared to show a photo identification at the time of pickup.
- If you have arranged to transport someone else's child, that child's parent/guardian must provide verbal and written permission.

**Parent Visits:**

- Parents/Guardians are encouraged to visit the program.
- Contact the Balboa Park office at (619) 293-4459 at least 48 hours in advance to arrange your visit.
- Visitors are expected to abide by the same guidelines as the students and staff.
- Due to liability issues, family and friends who are under the age of 18 cannot be accommodated.

**Directions: 3366 ½ Zoo Drive, 92103**

- Zoo Drive—on Roosevelt Junior High School field. North end of the Zoo parking lot.
- Park in the Zoo parking lot.
- Walk west across the street.
- Six bungalows behind the redwood fence.

BALBOA PARK PROGRAM (continued)

**Medications:**

Please complete the attached PERMISSION AND MEDICAL AUTHORIZATION FORM

- Identify and describe your child's condition.
- Describe how your child's condition might impact the quality of his/her Balboa Park experience.
- Describe any accommodations your child might need, i.e., wheel chairs, adult assistance/aide, frequent bathroom breaks, food allergies, environmental allergies, animal allergies, etc.
- Identify any medications your child requires while at the program.
- Medications, prescription or over-the-counter, should be given to your child's school office staff. The medication will be sent to the Balboa Park Program office.
- Children are not permitted to carry medications of any kind.

**Food:**

- Lunch and milk is provided at no cost to the student.
- You may send a lunch from home.
  - Please pack the lunch in a brown paper or plastic bag, as to be fully disposable; please no lunch pails, backpacks, plastic or glass containers.
  - Write your child's name and school clearly on the outside of the bag.
  - A balanced meal is encouraged for students.
  - Please do not send soda, gum, or candy.
- Identify any food allergies on the PERMISSION AND MEDICAL AUTHORIZATION FORM.
- No water bottles or containers. Carrying water into museums is not permitted.

**Dress:**

- Shoes:
  - Closed toe, closed heel, comfortable walking shoes are required. Socks are suggested.
  - No sandals, hee-lies, or flip-flops are allowed.
- Shorts should be of adequate length, as students will be sitting on grass, ground, and classroom/museum floors.
  - No short-shorts or mini-skirts.
- Shirts:
  - Shirts should adequately cover shoulders and midriffs as weather conditions vary throughout the day.
  - No spaghetti strap tops, bare midriff shirts, or oversized tank tops.
- Miscellaneous: Hats, sunglasses, and umbrellas are allowed, as necessary.

**What Not To Bring To School:**

- Money, candy, gum, toys
- Backpacks, fanny packs, purses, water bottles, non-disposable lunch containers
- Cell phones are allowed, but students are only allowed to use them before and/or after school.
- Cameras are only allowed on Fridays. One-time cameras are suggested.
  - Make sure your child has film and batteries, students will not have the opportunity to purchase supplies.
  - The Balboa Park Program is not liable for any student possessions.

**Student Expectations:**

- Be prepared to follow instructions.
- Be prepared to meet new people.
- Be prepared to get involved.
- Be prepared to learn, to grow, to share.

**Questions:**

- Contact your child's school before calling the OCILE program.

**Website Address:**

- Balboa Park Program: <http://www2.sandi.net/balboapark/>
- OCILE: <http://www.sandi.net/ocile>

**PERMISSION AND MEDICAL AUTHORIZATION FORM  
BALBOA PARK PROGRAM**

Name of Student \_\_\_\_\_ Date of Birth \_\_\_\_\_

School \_\_\_\_\_ Teacher/Room Number \_\_\_\_\_

Date of Participation \_\_\_\_\_

I understand that participation in the Balboa Park Program is voluntary. Student program materials are provided.

I am aware of the provisions of Education Code Section 35330 which states, in part, that "...all persons making the field trip or excursion shall be deemed to have waived all claims against the district or the State of California for injury, accident, illness, or death occurring during or by reason of the field trip or excursion . . ."With the foregoing in mind", I authorize my above-named child to participate in the program as described in the letter to parents which I received."

I understand that my child will be transported from his/her school to the Balboa Park Program site for the week of program participation. Bus transportation will be provided through the San Diego Unified School District.

If it becomes necessary to obtain emergency medical care for my child due to accident or illness, such care may be obtained without further consent of parent or guardian. I personally assume responsibility for any costs of such care.

IN THE EVENT OF ANY EMERGENCY, PLEASE CALL:

Name \_\_\_\_\_ Telephone \_\_\_\_\_

LIST ANY CURRENT HEALTH CONCERNS OR ACTIVITY LIMITATIONS: \_\_\_\_\_

LIST ANY MEDICATION REQUIRED DURING THE DAY AT THE PROGRAM: \_\_\_\_\_

**NOTE:** Do not send medication with your child. Medication your child uses during the school day should be given by an adult to the school office. The office will send it to the OCILE program. (Procedure No. 6372)

CHECK THE LUNCH ARRANGEMENT YOU PREFER: Milk is included for both choices.

\_\_\_\_\_ Please provide a picnic lunch at no cost to me.

\_\_\_\_\_ I will send a lunch from home.

**I have read the above terms and conditions and agree to the participation of my child in the Balboa Park Program pursuant to these terms and conditions.**

\_\_\_\_\_  
Parent/Legal Guardian's Signature  
Telephone

\_\_\_\_\_  
Home Telephone      Work

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student's Address

**RETURN THIS FORM TO YOUR CHILD'S TEACHER**

**TRANSPORTATION SERVICES**  
BALBOA PARK PROGRAM

**Morning Service:**

10/2004

Students currently receiving school bus transportation will ride their regular bus to school. Participating students will then be transported from their school of attendance to the Balboa Park program site at 3366 ½ Zoo Drive, San Diego, CA 92103.

**Afternoon Service:**

Students will be returned to their school of attendance with the following exceptions:

**Magnet** students may choose to be delivered to one of the following elementary schools:

- their school of attendance
- their resident (neighborhood) elementary school
- the elementary school based on the student’s bus service address.

**VEEP and Capacity** students will be delivered to their resident (neighborhood) elementary school, within the VEEP/Capacity feeder pattern.

**Special education** students will be delivered to their regular afternoon bus stop.

**Note:** All students have the option of being returned to their school of attendance. However, transportation home once the child is dropped off becomes the responsibility of the parent.

Buses will ordinarily arrive at the school no later than 4:30 p.m., although it may be earlier depending on transportation routes. Parents should be sure their child knows the way home from their drop-off point or make plans to have someone meet them and take them home.

If you find it necessary to pick up your child from the Balboa Park Program site, please telephone the program office at (619) 293-4459 and whenever possible, send a note with your child.

The school your child attends is responsible for submitting the drop-off information. If the school site does not notify the Transportation Department, the student will be delivered to the elementary school listed as the bus service address.

During the week at the Balboa Park program, there are no half days. The transportation schedule will remain the same for the entire week. For transportation purposes and for your child’s safety, please fill out the form below.

Your Child’s School: \_\_\_\_\_

\_\_\_\_\_ Child’s Name \_\_\_\_\_ Teacher/Room

I want my child returned to: \_\_\_\_\_  
Name of Elementary School

I want my Special Education child returned to his/her normal afternoon bus stop.

**RETURN THIS FORM TO YOUR CHILD’S SCHOOL**  
(This form will be maintained at your child’s school site.)