



**\*As a nonprofit agency and to better serve you the information on this form is necessary. The teacher/leader who will accompany students to the farm must complete this form. We thank you.**

## **Day Visit Program - Intake Form**

**Today's Date:** \_\_\_\_\_

**What package: (Please Check One)**      **Duck Day Visit Package (1hour)** \_\_\_\_\_  
**Wellington Package (1.5 hours)** \_\_\_\_\_  
**Morning Chores Package (2 hours)** \_\_\_\_\_  
**J.P. Morgan Package (3 hours)** \_\_\_\_\_

**Please explain modifications (if any) that you and our staff planned together when you scheduled your class:**

\_\_\_\_\_

**Arrival date & time for this class to confirm please: (Call 503/695-3316 first) Both Date & Time:** \_\_\_\_\_

**School/Agency/Group Complete Name:** \_\_\_\_\_

**Contact Full Name: (Person who is attending with group)** \_\_\_\_\_

**Title:** \_\_\_\_\_

**School/Agency/or Your Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_ **County:** \_\_\_\_\_

**School District:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**Your Day Phone:** \_\_\_\_\_ **Your Mobile Phone:** \_\_\_\_\_

**Number of Students in Group:** \_\_\_\_\_ **Number of "Adult Educators":** \_\_\_\_\_ (Please pre-split groups into equal small groups ranging from five (5) to eight (8) students. Please, a group of three and a group of six kids is not equal. All groups should be equal in the numbers of children. Due to space constraints, the maximum number of adults per small group is one or two (1 or 2). One to two adult leaders are sufficient per small group. Little kids younger than first grade and special needs students may require more adult educators, please discuss this with an OMF staff person prior to your visit. Please note: we charge for extra adults.)

**Students's Age Range:** \_\_\_\_\_ **Grade Levels:** \_\_\_\_\_

**Five different reading/ability level *Farm Activity Books* are available for further study after your visit. Please indicate what age range books are needed and we will give one of each book to you to be copied later.**

**Non-Reader** \_\_\_\_\_ **Primary Elementary** \_\_\_\_\_ **Upper Elementary** \_\_\_\_\_ **Junior High** \_\_\_\_\_ **High School** \_\_\_\_\_

**\*\* Please note: We have a wonderful, little Farm Store where handmade jewelry, tee shirts, coloring books, artwork, quilts, et cetera are available for sale. The prices are great and all proceeds from your purchase helps us serve low-income children and feed our farm animals. You can help our non-profit, children's charity by letting your staff, parents, bus drivers and students know this opportunity is available to them. We thank you.**

**\*\*Please Turn Over \*\***

Please circle on the Structure Scale which number best describes your group:

Needs lots of Structure (1) (2) (3) (4) (5) Self-Directed Learners

Are there any participants with special needs? (Examples: physical disabilities, learning and/or

language barriers, significant emotional/behavioral issues, et cetera.) \_\_\_\_\_

How many children in your group can be considered "at-risk"? (Examples: on free lunch

program, low-income, single parent families, history of trauma, etc.) **NUMBER PLEASE:** \_\_\_\_\_

Previous Animal (Livestock/Pets) Experience: 1 Very Little 2 Some 3 Very Much

Previous Garden (Planting/Composting) Experience: 1 Very Little 2 Some 3 Very Much

Referred By/How Did You Hear About OMF: \_\_\_\_\_

\* Please send this completed Intake Form and payment within 14 days of registering. We cannot guarantee your reservation date without the Intake Form and full payment. Thank you. Check \_\_\_\_\_

\* Please pre-break children into equal, small groups of five to eight per each group with 1-2 Adult Educators before you arrive. Please, a group of four kids and then a group of seven kids is not equal. All groups should be the same numbers of children. Check \_\_\_\_\_

\* Please have *each child and adult wearing big, readable nametags*. (Do not use sticky nametags or tape, they can fall off and the animals will eat them. Please use 'pin on' or 'over the head' kind.) Use first names only. You may use different colors or animal shapes to differentiate between small groups. Check \_\_\_\_\_

\* Do you have our printed directions? Distribute directions to all drivers especially your bus driver from our web site. Google Map/Map Quest are incorrect. Check \_\_\_\_\_

\* Are you bringing lunches to eat at the farm during the J.P. Package? If so, please bring simple and ready-made food items. We have garbage, recycling and composting available afterward. Check \_\_\_\_\_

\* Please have your group dress appropriately. You may encounter rain, cold weather, mud and manure. Corbett is always cooler than in town--bring a jacket. Keep in mind the "hands-on" nature of our program. You will get dirty. Check \_\_\_\_\_

\* No open-toed shoes allowed at all. Sandals are unsafe and yucky! Please have your group wear appropriate foot wear, OMF is a working farm. Check \_\_\_\_\_ We thank you!

**Mail the Day Visit Form and payment to OMF within 14 days. The Intake Form and payment must be received 10 (ten) days prior to your scheduled program date or call to make special arrangements.**

- 1. Send this completed Intake Form. OMF, Inc., P O Box 326, Corbett OR 97019. Call 503.695.3316 or [omf@oldmcdonaldsfarm.org](mailto:omf@oldmcdonaldsfarm.org) with questions.**
- 2. Send check made payable to Old McDonald's Farm, Inc. (OMF) for the entire amount. If you must cancel your scheduled Day Visit Program time, then we will be happy to try to reschedule with you. Keep in mind, available program dates fill quickly. Sorry, we are unable to send refunds.**
- 3. Please bring the Individual Student Permission Slip for each student the day of your trip. Due to insurance restrictions, students will not be allowed to participate without an OMF signed permission slip. We thank you again!**