

2018 Farm City Day Check List for Educators

- ✓ **Lots of Visitors** – We are expecting approximately 1200 children. Many schools have each class dress in matching color shirts – making it easier to spot your class in a crowd. Wear comfortable shoes...there are a lot of stations to cover.
- ✓ **Farm City Registration** – Once you and your class have arrived and have been welcomed by a PA Department of Agriculture staff member and are off the bus please check in at the Farm City Day registration table.
- ✓ **Nametags** – Nametags are especially important in identifying lost children. Please make sure that each visitor is wearing a nametag.
- ✓ **Livestock** – Please remember that there will be livestock at Farm City Day. These animals are large and can be dangerous.
- ✓ **Allergies**- Make note that there will be animals, dust, hay, and treats at Farm City Day. If any of your students have special conditions or needs, please notify the event coordinator to make necessary arrangements.
- ✓ **Snacks and Rides** – The teacher's name that was included on the reservation form will be given all the tickets for their school and will be responsible for distributing complimentary snack and amusement ride tickets to all students. Each student will receive two free ride tickets and one free snack ticket.
****It is recommended that you do the rides first and snack after.****
- ✓ **Maps** – Most of this year's Farm City activities will take place in the Main Hall of the Farm Show Complex located at the Maclay Street Entrance. Amusement rides will be located outside of the Maclay Street Entrance in the West parking circle. The Keystone International Livestock Expo will also be taking place at the same time in the complex. A map of exhibits for Farm City Day will be provided upon your arrival and escorts will be available. You are welcome to visit the livestock areas.
- ✓ **Lunches** – The Keystone Conference Center of the Complex will be open during lunch time periods for your convenience. Please have all students bring a lunch. Place them in one container (box or bag) that is clearly identified with the school, grade and teacher names.
****Please adhere to the lunch time's slot that your school has chosen.****
- ✓ **School Buses** – Please place identifying signs in your bus – yellow buses all look the same when trying to board to return to school.
- ✓ **Bus Route & Bus Parking** – Bus parking will be in the North Lot of the Farm Show. An area will be designated for "Farm City" parking. Those driving personal vehicles to the event with your school may park in East Circle on the Maclay street side of the building. Buses should enter the Maclay Street side of the Farm Show".
- ✓ **Lost & Found** – Located at the Farm City Day information table.
- ✓ **Medical Emergency** – An EMT will be on-site at the Farm Show Complex. Farm City Day staff can provide assistance during an emergency.

Please contact Michele Brookins at the PA Department of Agriculture, 717-787-5319 or mbrookins@pa.gov if you have any questions concerning the above.