

**Rules for Turtle Cove Group Field Trips and  
Trip Checklist for Southeastern-Authorized Captain (2 of 2 forms)**

**PART I. RULES FOR GROUPS** (Authorized Group Representative, i.e., teacher or other leader, should brief all participants on these rules before arrival, then sign)—One form per group

1. All rules and regulations that apply to Turtle Cove Boat Users (as noted in the Turtle Cove Safety Manual, located at <http://www.selu.edu/turtlecove>) apply to group riders of the Pontoon Boat, canoes and other vessels. For group trips, a summary of the rules follows:
2. Only people approved by the Turtle Cove Manager may drive Pontoon Boat and/or lead field trips in canoes or other vessels.
3. While on the Pontoon Boat, children age 15 and younger must wear a life jacket. EVERYONE must wear a life jacket while in canoes and other vessels.
4. For the Pontoon Boat, the minimum grade level of groups is 3<sup>rd</sup> grade (age 7-8). For canoes and other vessels, the minimum grade level of groups is 8<sup>th</sup> grade (age 13-14).
5. No leaning over railing or sitting on the bow of any vessels while it is moving.
6. Remain seated during the Pontoon Boat trip with limited movement down the aisles.
7. No alcohol, illegal drugs, or lit cigarettes on Turtle Cove property, including all vessels.
8. For Pontoon Boat groups, no traveling in open water, i.e., without view of land; the furthest point out from the Turtle Cove Lodge is the Manchac Lighthouse if waters are calm. Canoes will only travel in small canals/bayous as designated by the field trip guide.
9. No swimming off the Turtle Cove docks (including Galva) or off any vessels.
10. No littering of Turtle Cove property or Louisiana waterways.
11. Adult supervisors are responsible for maintaining proper order on the vessels.

If any one of these rules is broken, the trip will be cancelled, and no future visits will be allowed.

\_\_\_\_\_  
Printed Name of Authorized Group Representative

\_\_\_\_\_  
Signature of Authorized Group Representative

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date

**PART II: CHECKLIST** (verified by Southeastern-Approved Captain prior to departure)

- \_\_\_\_\_ Hold Harmless Agreement forms signed by each participant prior to boarding. Waivers are stored in Galva Canal Classroom.
- \_\_\_\_\_ U.S. Coast Guard Approved PFDs (life preservers) for everyone on the vessel(s).
- \_\_\_\_\_ Working marine radio and cell phone on boat(s); working cell phone on Group Representative's canoe and one on Captain's canoe.
- \_\_\_\_\_ Appropriate amount of fuel for trip in boat(s); one paddle per person in each canoe.
- \_\_\_\_\_ On all boat(s), approved first-aid kit.
- \_\_\_\_\_ Captain reviews safety and other trip-specific information with group prior to departure.
- \_\_\_\_\_ On Pontoon Boat, current Safety Inspection Report provided by the Auxiliary Coast Guard.
- \_\_\_\_\_ On Pontoon Boat, Captain has current first-aid and adult-CPR certification.
- \_\_\_\_\_ On Pontoon Boat, Captain declares who is first-aid and adult-CPR certified; the names and phone numbers of these individuals are posted in plain view.
- \_\_\_\_\_ On Pontoon Boat, written procedures for fire or other emergencies are posted in plain view.

\_\_\_\_\_  
Printed Name of Southeastern-Approved Captain

\_\_\_\_\_  
Signature of Southeastern-Approved Captain

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date