



BLUFF LAKE NATURE CENTER GROUP USE POLICY Revised August 15, 2013

Purpose

Bluff Lake Nature Center, a 501(c)(3) non-profit organization, is responsible to the City of Denver for protecting the Bluff Lake property and managing it for education purposes. The 1997 Bluff Lake Management Plan describes management goals and strategies for the site. Effective management depends, in part, on exercising appropriate strategies controls over the access to and use of the site. As part of its mission, BLNC also offers its own education programs at the site and has a vital interest in ensuring the continued high quality of education experiences there. Uncontrolled access by other organizations for program purposes would not be consistent with BLNC's goals and responsibilities. This policy defines the circumstances under which other organization will be allowed to use Bluff Lake for their own programs.

Policy

Any organization or group wishing to conduct its own programs at Bluff Lake for more than five participants must get prior permission from BLNC. Organizations or groups must agree to follow rules and procedures established by BLNC. BLNC may deny permission to group activities that are not consistent with site management goals.

Rules and Procedures

The following rules and procedures apply to the use of Bluff Lake by organizations for group programs.

- Group programs (greater than 5 participants) must be scheduled in advances through the BLNC office, 720-708-4079.
- BLNC classes have priority. Bluff Lake will be available to other organizations for programs only at times when no BLNC classes are scheduled and when there is no conflict with the site's management plan. BLNC will not schedule one of its programs to conflict with one already scheduled by another organization.
- Consistent with the 1997 Management Plan, overall group size is limited to 60 and adequate adult supervision must be provided for youth groups

(at least one per 10 youth under 16). If the program entails touring the natural area, the large group must be split into smaller groups of 12 or less for that part of the program.

- Groups must release BLNC from liability and follow all rules related to the use of BLNC by the public and school groups. The rules include, but are not limited to:
 - Group activities should focus on observation, learning and appreciation of Bluff Lake's natural resource values
 - Keep the small groups together within the natural area
 - Stay on the trail
 - Avoid making loud noises
 - Leave everything where you find it – no collecting
 - No food or drink other than water
 - Don't litter
 - Don't feed or harass the wildlife

- There is a suggested donation of \$1.00 per program attendee, and donations may be dropped in the donation tube at Bluff Lake's entrance.

- Organizations expecting to use Bluff Lake for programs on a recurring basis may become a member of the Bluff Lake Education Network. Membership in the network entitles the organization to receive preference in scheduling on-site activities and periodic updates on conditions and programs at Bluff Lake. Members must sign an agreement with BLNC that includes a commitment to follow procedures and rules described above. The Network membership fee is \$50.00 per year and includes a business membership in BLNC.

- Organizations using Bluff Lake as a site for their own programs should acknowledge BLNC in their fundraising, marketing, and program materials.