



TEACHER'S CHECKLIST

ONE WEEK PRIOR TO STARBASE

- ❑ Class List/ Team Assignment Form e-mailed to forms@STARBASEAustin.org
- ❑ School lunches ordered through the district
- ❑ Bus transportation confirmed for each day of your STARBASE Academy
- ❑ Students know call sign and team name

BEFORE LEAVING SCHOOL -- FIRST DAY OF STARBASE

Bring these original forms / items with you:

- ❑ Class List / Team Assignment Form
- ❑ Demographics Criteria Form
- ❑ School Application Form
- ❑ Teacher Chaperone Applications- completed and signed- one per adult
- ❑ Student Permission Forms (**Ensure completed and signed**) One for each student placed in order by student number (1- 32)
- ❑ Bus Driver Information form (**completed and signed**) Each week you will need to have the bus driver (if a new driver) complete and sign one of these forms.
- ❑ Lunch & beverage, one per student and teacher chaperone
- ❑ Cooler for student beverages

No student will be allowed at STARBASE without a signed permission form and all adults must have a valid, current picture ID.

ARRIVAL AT CAMP MABRY -- EACH DAY AT STARBASE

- ❑ Have bus enter main road checkpoint off of 35th street to be cleared, then proceed to STARBASE Austin (**Map & Directions on pg. 5**)
- ❑ To ensure that students obtain the 5 hours of instruction, **please arrive at or before 9 a.m.**
- ❑ Proceed to STARBASE where a STARBASE staff member will greet the bus in front of building 31
- ❑ Students should bring lunches and any belongings into the building
- ❑ When enter building please help us direct students to their table group and seat.