

Roger A. Loomis
Utilities Superintendent
740-670-7945

Jeff Hall, Mayor

Joe Hickman
Project Manager
740-670-7947

Fax 740-349-6794



wateradm@newarkohio.net

Division of Water & Wastewater

School Group Tour Guidelines

To ensure a safe and rewarding we ask that you adhere to the following guidelines:

- ❖ Chaperones are required
 - Below age 9: 1 chaperone per every 5 students
 - Above age 9: 1 chaperone per every 10 students
- ❖ Chaperones are required and will be expected to assist tour guides as needed in keeping control over the group and keeping participants safe.
- ❖ Tours can accommodate a maximum of 20 people. If you have more, the group will be split into 2 or more groups.
- ❖ Wear closed toed shoes; you will be touring an industrial site. No high heels, sandals or flip-flops are allowed.
- ❖ Dress for the weather; the majority of the tour is outside.
- ❖ Never touch any switches, buttons, or equipment.
- ❖ Treatment plants are in operation 24 hours a day. Please be mindful of the people working throughout the plant.
- ❖ No smoking, eating, or drinking during the tour. The wastewater plant has biological hazards.
- ❖ Restrooms will be available at the beginning and the end of the tour only.
- ❖ Walking tours will take 45 to 120 minutes depending on the tour. Please be prepared.
- ❖ Tours may be ended early for any reason. Safety is our first priority.
- ❖ Enjoy your tour! Ask lots of questions. Remember there is never a dumb question.

Thank you for your cooperation!