School Reservations and Information

Due to their great popularity, Education Department programs are scheduled well in advance. We recommend that you contact the Education Department in late August or early September to reserve programming during the months of September thru May. In some cases, space may be available on shorter notice.

Program Registration

1. To make a reservation, please call the Education Department at 212-439-6583 opt.4, Monday through Friday, between 9:30 A.M. and 4:30 P.M. Reservations for school programs are handled by phone only.
2. Maximum program class size for Pre-K and K is 25 students and 5 adults. The maximum class size for 1st grade and up is 32 students and 5 adults. Schools **are not** permitted to combine classes to reach a class size of 32 students. One adult for every ten students is required with a maximum of five adults.
3. We welcome students with special needs. Please be sure to mention to the registrar the various needs of your students so that the instructors can make adjustments to the curriculum.
4. Once your information has been processed, an invoice will be sent to you with the program information, including session dates and times. This letter is valid for free general admission for your class, and must be shown at the entrance gate to the Zoo on the date(s) of the scheduled session(s).

Payment Policy

Fee-based programs must be pre-paid by the school or district (purchase orders accepted). Under no circumstances will classes be offered without full payment or purchase order.

Cancellation Policy

All cancellations must be received by the Central Park Zoo Education Department in writing, by email (cpzregistration@wcs.org) or FAX (212-988-0286). Cancellations made at least four weeks in advance will receive a 50% refund. There are no refunds for programs cancelled less than four weeks prior to the scheduled date of program. Please note that any request to reschedule your class is equivalent to a cancellation.

Late Arrivals

Due to a very full schedule, programs will not be extended for late-arriving groups beyond the scheduled end time. Staff will make every attempt to cover as much material as possible in the time available. Please obtain information on how to locate the Zoo and the specific classroom in advance of your trip. Directions to the Zoo and a copy of the Zoo Map are available online at http://www.centralparkzoo.com/plan-your-trip.aspx

Weather Conditions

All programs are held as scheduled (regardless of weather) unless field trips are cancelled by the Chancellor's office. Please encourage your class to dress appropriately for outdoor activities.

Central Park Zoo Admission Policy for General Visits Only

All schools not participating in an Education Department program must contact the Central Park Zoo main line at 212-439-6513 for information about the current admission prices and policy, including requesting invoices for class visits.