

Fish Friends
Roles and Responsibilities:
Atlantic Salmon Federation (ASF), Sponsor/volunteer, and
Participating School*

ASF's Fish Friends program is a collaborative program in which schools, volunteers, supporting organizations and the Atlantic Salmon Federation work together to see that highly rewarding hands-on learning takes place in classrooms.

These guidelines provide a framework on the responsibilities in the delivery of the program.

**participating school includes teacher and student.*

Responsibilities of Participating School:

- Keeping the tank and equipment clean:
 - Picking out dead eggs;
 - Clean out the bottom of the tank using siphon tubing if an accumulation of crud is present;
 - For optimal results, clean foam and carbon filter, alternately, every two weeks during feeding time.
- Replacing the Foam(#1), Carbon (#2), and Ammonia (#3) filters every year (these can be purchased at any pet store - Aquaclear® A616, A617, A618).
- Feeding the fish as per prescribed amount (feed when yolk sacs have disappeared- refer to page 98 of the *Fish Friends Curriculum Guide*).
- Ensuring that all measures are taken to prevent foreign objects from entering the tank.
- Informing the school personnel about the importance of leaving the tank undisturbed, and requesting help in feeding the fish on the weekends and over breaks if necessary. Working with the sponsor/volunteer or ASF to troubleshoot any equipment problems (***Please note that the chiller has a one-year warranty only; after this point any costs relating to repairs to the chiller or other equipment is the responsibility of the participating school or sponsor/volunteer.***).
- Currently the English version of the Fish Friends Curriculum Guide will be available from ASF Education Coordinator in CD format (pdf document, approximately 6 megabytes).
- The *Fish Friends* Program is intended to teach important lessons about Atlantic salmon as outlined in the *Fish Friends Curriculum Guide* in conjunction with an Incubation Unit. The program is **not** intended to have an aquarium as a stand-alone item with no lessons involved. Teachers are encouraged to use the Curriculum Guide to effectively deliver the learning objectives of the program.

- Organizing transportation to the release site.
- Releasing the salmon fry to your designated release site.
- Cleaning the tank and its components at the conclusion of the program year.
- Storing the tank and its components in a cool, dry place.
- Informing the ASF Education Coordinator and/or Regional Director if school contact information changes, or if equipment is being passed along to another teacher at the school (Tel. 506-529-1384 or asfcc@nb.aibn.com)
- Abiding by the program restrictions (while participating in the program, the tank may only be used to rear the provided Atlantic salmon eggs (and in some areas, trout eggs).

Responsibilities of the Atlantic Salmon Federation (ASF):

- Ordering and organizing shipping arrangements for the aquarium, chiller, and accompanying equipment to the participating school or the sponsor/volunteer.
- Providing guidance, and advice about maintenance, problems with equipment, and release of fish.
- Providing a *Fish Friends Curriculum Guide*, and other related learning materials. (English version of the Curriculum Guide is in CD format as a pdf document; replacement French Guides are available in hard copy at a cost of \$20.00 + HST).
- Coordinating all permits and fish release information as per Department of Fisheries and Oceans requirements.
- Arranging pick – up locations and/or delivery schedules for eggs (either with Participating School or Sponsor/Volunteer)
- Where applicable, helping to set-up and organize “group fry releases” in coordination with sponsor/volunteer or participating school.

Responsibilities of Sponsor/Volunteer:

- Monitoring the assembly of the aquarium, or undertaking the task.
- Working with the school to troubleshoot any equipment problems (Please note that the chiller has a one-year warranty only; after this point any cost relating to repairs to the chiller or other equipment is the responsibility of the participating school or sponsoring organization).
- Working within the guidelines of the “Volunteer Primer”, a sponsor/volunteer should make at least 2 visits during the course of the program.
- Arrange the pick up and delivery of eggs to the school, with prior notification to the teacher.