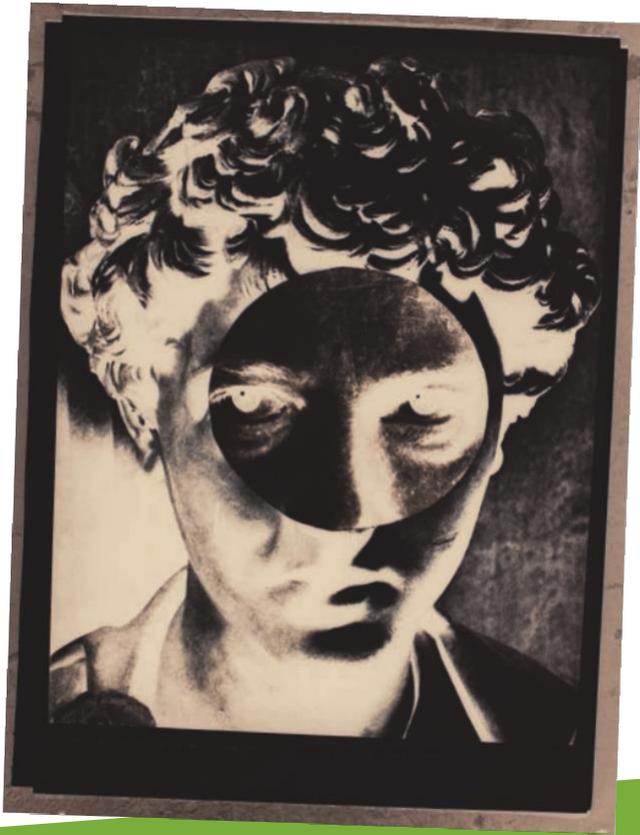




# SCHOOL TOURING GUIDE



**REVIEW**

**PREPARE**

**CONFIRM**

By stimulating critical thinking and creativity,  
Phoenix Art Museum can help you meet  
**Arizona Curriculum Standards.**



**Review** your school tour so you know what to expect.



**Confirm** your reservation, and review Museum policies.



**Prepare** prior to your arrival for an outstanding visit.

Image Credit: Odiros Mlászho, *Marcus Aurelius* (da série: *Cavo um fossil repleto de anzóis*) (*Marcus Aurelius* [From the series: *I Dig Up a Fossil Full of Hooks*]), 1996. Photograph. Museu de Arte Moderna de São Paulo Collection, Gift of José Mindlin. Photo by Romulo Fialdini.



# PREPARE

*Before, and on, the day of your visit this page will facilitate your tour.*

## Before Your Visit

- ! Watch our [Education Tour Orientation](#) video to prepare your students.
- ! Self-guiding groups can use [I'm Here with Students](#) guide.
- ! Sign up to attend our educator events, i.e. [Field Trip Preview Night](#).
- ! **Print** this guide and have it ready for your visit.

## Day of Your Visit

Arrive 15 minutes before your tour time. Organize students into tour groups with at least 1 chaperone per group, as you enter through Chase Lobby. A Docent liaison will be waiting to help you check-in.

Upon arrival, know the **exact number** of all students and adults who have arrived with your group. When you see the Docent liaison tell them the exact number of students and adults in your group.

Total Students: \_\_\_\_\_ Total Adults: \_\_\_\_\_

Remind chaperones that they must stay with their student group the entire time. For more information visit our [Frequently Asked Questions](#).

## After Your Visit

- ! Please share your [feedback](#)! Write to us about your experience.
- ! Recommend Phoenix Art Museum tours to other teachers at your school.



[phxart.org](http://phxart.org) ! [@phxart](https://twitter.com/phxart)

# CHAPERONES



*Each K-12 school group is required to have one chaperone for every ten students. Students must stay with their chaperones at all times.*

## **Remember!**

Not only are chaperones responsible for the behavior and safety of the students, they shape each student's learning experience during the visit. It is important that teachers carefully select and prepare chaperones ahead of time.

## **Checklist**

- ▶ Remind chaperones that they must stay with their student groups at all times.
- ▶ Choose a spot to meet all groups and chaperones after your tour.
- ▶ Discuss with chaperones whether or not your students will be allowed to visit the gift shop. Only one group at a time can enter the gift shop.
- ▶ Prepare nametags for all students, and differentiate between groups so it is easier to stay together.

## **Student Names**

Help your chaperones get acquainted with their group by providing a list of names along with any notes particular to their group.

- |          |           |
|----------|-----------|
| 1. _____ | 7. _____  |
| 2. _____ | 8. _____  |
| 3. _____ | 9. _____  |
| 4. _____ | 10. _____ |
| 5. _____ | 11. _____ |
| 6. _____ | 12. _____ |

## **For Chaperones**

Teacher's Phone Number:

Notes:

# ACOMPañANTES



*Cada grupo escolar K-12 requiere un acompañante por cada diez estudiantes.  
El acompañante tiene que mantenerse con su grupo en todo momento.*

## **¡Recuerda!**

Al mismo tiempo que los acompañantes mantienen orden en sus groups, acompañantes tienen la oportunidad de agradecer la experiencia de los estudiantes en nuestro museo. Por esto es importante elegir acompañantes que estimulen a sus estudiantes de una manera apropiada durante visitas escolares.

## **Preparate**

- ▶ Si los grupos puede hacer compras en nuestra tienda de regalos, por favor infome a los acompañantes. Para que solo un grupo a la vez visite la tienda.
- ▶ Elige un punto de encuentro en el museo para regresar despues de el recorrido escolar.
- ▶ Notifica a todos los acompañantes sobre las relgas de nuestro Museo, es muy importante que cada grupo se mantenga unido en todo momento.
- ▶ En aticipacion, prepara etiquetas para todos tus estudiantes y distingue entre los grupos para que todos se mantengan juntos.

## **Nombre de Estudiantes**

Proporciona ayuda a los acompañantes con una lista de los estudiantes en su grupo e incluye cualquiera información adicional que sea pertinente.

- |          |           |
|----------|-----------|
| 1. _____ | 7. _____  |
| 2. _____ | 8. _____  |
| 3. _____ | 9. _____  |
| 4. _____ | 10. _____ |
| 5. _____ | 11. _____ |
| 6. _____ | 12. _____ |

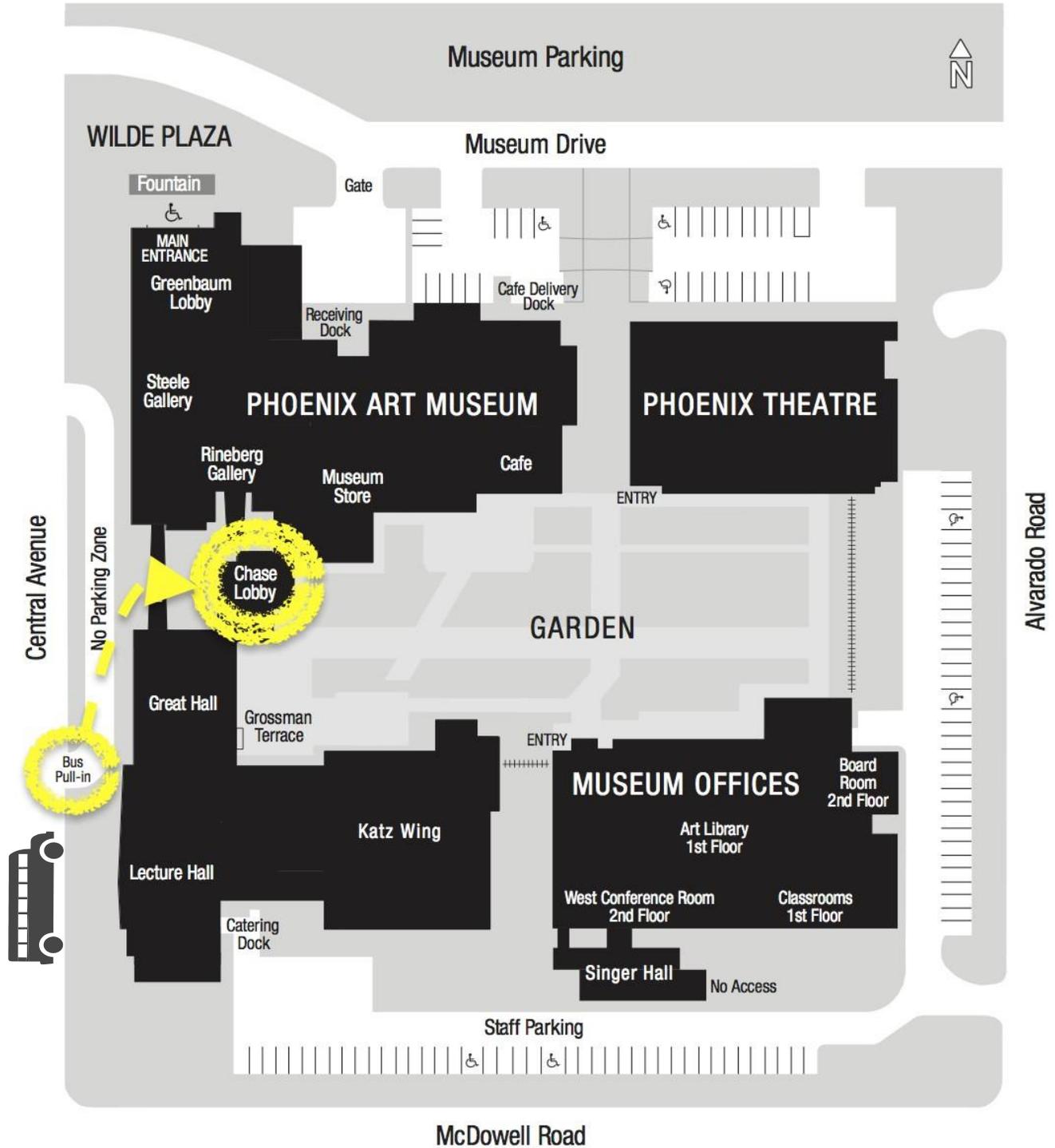
## **Para el/la Acompañante**

Telefono del/ de la Maestr@:  
Información Adicional:



# ARRIVAL

Busses drop off students on Central Ave. A Docent will be waiting for you. Please do **not** enter through the main entrance of the Museum.



1625 N. Central Avenue / Phoenix, AZ 85004 / (602) 257-1880



# CONFIRM

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## **Changes or Cancellations**

We understand field trip plans change. If you need to change or cancel the date of your field trip, please let us know [immediately](#). Take into consideration that our Docents are volunteers, therefore it is difficult to accommodate last minute changes. Please be considerate and let us know as soon as you learn you cannot keep the planned reservation.

## **Arrival and Chaperones**

Schools must arrive 15 minutes before tour.

Prior to arrival, students should be divided into groups of 10-12.

## **Student Behavior Expectations**

In addition to your own classroom rules please review the following Museum behavior expectations with your students:

- Students must stay with chaperones at all times.
- Respect your fellow visitors and Docents.
- Keep artwork safe by *not touching* it.
- Always walk, *never run* in the Museum.
- No water bottles are allowed in the Museum.
- Only pencils allowed in galleries. (no pens, markers, or paint)

Students who repeatedly ignore the Student Behavior Expectations or cause damage may be asked to leave, ending the field trip for the entire group. Be a good ambassador for your school!