

Heard Museum School Tours

Groups with special needs/accommodations please call 602.251.0212 or email education@heard.org.

BEFORE YOUR VISIT

You will receive a Heard Museum School Tour Agreement via email, which is your invoice and confirmation for your school tour visit.

- Expect a confirmation email one week prior to tour, to confirm group numbers.
- Expect a call from a volunteer Lead guide assigned to your school group a few days prior to your field trip. At this time, please let your volunteer Lead guide know if you are emphasizing a particular theme in class. Advance discussion is essential to the success of your tour and will assist in overall student comprehension.
- Tell the volunteer Lead guide about any special needs. Do any of the children have disabilities? Are there children in your class who do not speak English? We can make your tour enjoyable if special considerations are requested in advance.

Adult Chaperones

Chaperones are admitted free with the group, at the ratio of 1:7 grades K-8, and 1:10 grades 9-12. If this number is exceeded each additional adult is \$13.00. Adults must assist with the tour by keeping discipline and ensuring the group stays together. *Chaperones are required to stay with the group at all times.* An adult with a baby or small child is not considered an adult chaperone.

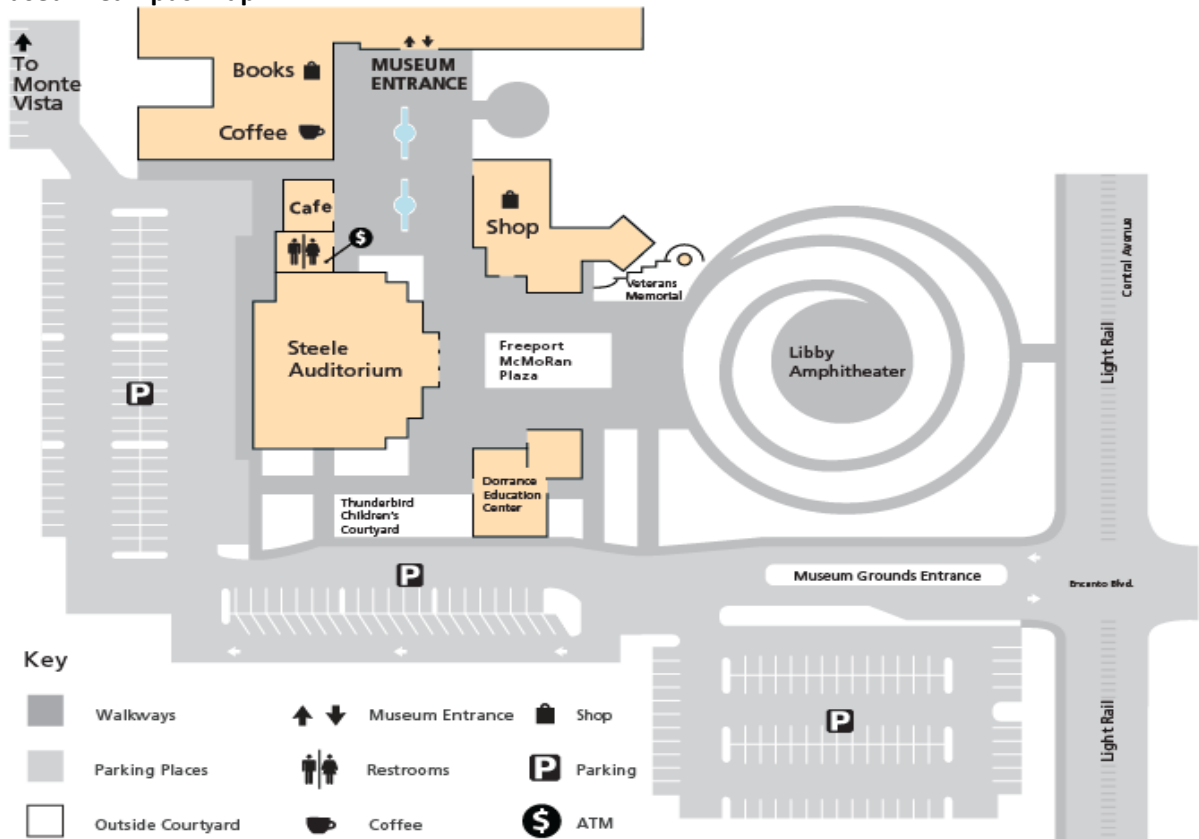
ARRIVING FOR YOUR TOUR

- Buses must enter the museum from Central Avenue and pull up by the bus bay along the Dorrance Education Center. Do not enter from Monte Vista Road. Students should exit the bus and meet their volunteer lead guide at this point.
- *Please arrive 15 to 20 minutes* prior to your tour. If you anticipate a late arrival, please call 602.252.8840 and dial 0 as soon as possible to reach the Admissions Desk.
- Lunches, backpacks, etc. will be left in the Dorrance Education Center. This is also the place where students will re-board the bus.
- Restrooms are located in the Dorrance Education Center.
- Backpacks and large carry sacks are not allowed in the galleries. If you need to carry a child's medicine into the museum, a small paper sack will be available at the Admissions Desk.
- Due to space limitations, school groups are not permitted in the Heard Museum Shop and Bookstore.
- No Flash, video light or tripods are allowed in the galleries.

Please note where Central Avenue Entrance is, Dorrance Education Center, Museum Entrance (Admissions) and Libby Amphitheater (picnic lunch area) are all located on the following map.

LUNCH

In mild weather, picnic tables are available in the Dorrance Courtyard for school use. Children can eat their lunch picnic-style in several grassy areas including the Scott L. Libby, Jr. Amphitheater. If you have stored your coolers in the Dorrance Education Center before your tour, the guide will provide access to the room once the tour is complete. We ask that schools groups do not use the Courtyard Cafe tables as these are reserved for café and cantina patrons.

Heard Museum Campus Map**CANCELLATIONS**

To cancel your visit, call the Education Coordinator at least three business days in advance at 602.251.0212.

No-shows will be charged a \$25 cancellation fee.

If you have any additional questions. Please contact:

Cassandra Lofgreen

Education and Scheduling Coordinator

602.251.0212

education@heard.org