

Chaperones Guidelines

Thank you for agreeing to be a chaperone for this visit to the Mount Holyoke College Art Museum! Your support during the field trip will ensure both the safety of the art on view and the enjoyment of the students. One chaperone is required for every 10 students.

Please review the following guidelines before your scheduled field trip:

- The Museum asks that chaperones stay with students at all times.
- The teachers and chaperones are responsible for student supervision; although Museum staff may be with you during your tour, they are not responsible for overseeing student behavior.
- If the class is being split into multiple groups for different activities, chaperones and teachers are responsible for dividing the groups *prior* to arrival at the Museum. When possible we encourage students to come wearing **nametags**.
- The Museum asks that chaperones ensure the safety of works on view during their visit by making sure students:
 - remain at least two feet away from any work of art at all times
 - do not point at a work of art with a pencil in their hand
 - do not lean on the cases or walls
 - do not bring gum, food, or drink into the Museum
 - do not run
 - do not wander away from the group

Helpful information for your visit:

- Bathrooms are located to the right when you enter the Museum.
- Cubbies and hooks are located to the right when you enter the Museum.
- There is a water fountain and accessible bathroom down the hall to the right when you exit the gallery doors.
- Photo-taking *is* allowed in the Museum (for non-commercial use), but we ask that you help students remember not to let cell phones distract them during the tour.

NOTE: The Mount Holyoke College Art Museum is committed to being accessible to all visitors. Please let us know in advance if you require special accommodations for anyone in your group.