

Plan for Your MOHAI Field Trip



WHAT TO BRING:

- Please leave backpacks, valuables, and unnecessary belongings at camp as we have limited storage space; MOHAI is not responsible for lost or stolen items. Campers may not wear backpacks in the galleries.
- MOHAI will provide a storage area for coats and lunches.
- MOHAI will provide clipboards and pencils for the scavenger hunts. We will provide copies of the scavenger hunt for everyone; you do not need to print those.

PARKING:

Where can school buses drop off and pick up?

- Buses are not allowed down the driveway of the museum or to park in the MOHAI lot. There are several loading areas and parking lots available near the museum that may be used for temporary load and unload.

Does MOHAI have parking?

- On-site parking is reserved for ADA parking. There are several private and city-owned paid parking lots near MOHAI. The closest public parking to MOHAI is the lot at the south end of the park at Valley St. and Terry Ave N. See the [parking information page](#) for details.

CHECK-IN AND ENTRY:

- Groups will enter through the main entrance where Education staff will confirm details of the day.

- Group Leaders are welcome to keep bags with medical and other supplies.
- All field trips begin with a welcome and orientation to MOHAI and the day's activities.
- Groups will exit MOHAI in the same manner.

LUNCHES:

- Please bring your group's lunches collected together in labeled bags or boxes by class.
- **MOHAI does not have an indoor lunch facility.** Groups eating lunch at the museum should plan to eat in the surrounding Lake Union Park, which does not have covered seating.
- In the case of exceptional inclement weather, museum staff will do their best to accommodate an indoor lunch space, though we cannot guarantee a space for your group. Eating lunch back at school is recommended in these instances.

PLANNING YOUR VISIT:

- Review MOHAI's museum manners with your campers and chaperones ahead of time.
- Use the following forms to divide up your class ahead of time. Coming to MOHAI with the groups pre-assigned helps us get started on your field trip right away, maximizing your museum time.
- If you have access or support needs to share, please reach out to education@mohai.org ahead of your field trip and connect with Education staff at check in.

MOHAI
MUSEUM OF HISTORY & INDUSTRY

860 Terry Ave N, Seattle WA, 98109

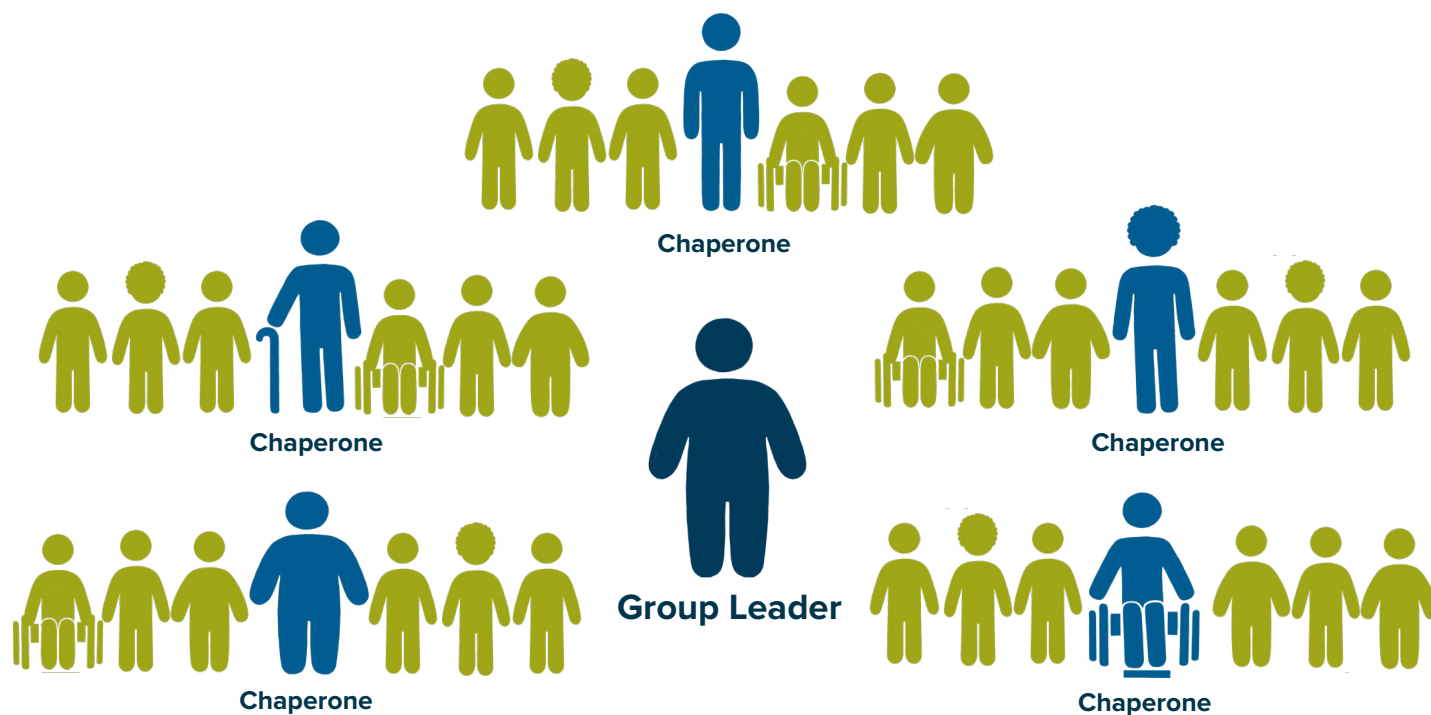
Questions? Contact us at (206) 324-1126 ext. 106

Office Hours: Mon–Fri 9 am–4 pm or education@mohai.org

For Group Leaders on Self-Guided Field Trips

Before your field trip to MOHAI, please arrive with each group divided as evenly as possible into chaperone-led teams. **Each chaperone-led team should have a maximum of six campers.** This will help us get started right away and maximize your museum time!

See the graphic below for an example of a full group of 30 campers with a 6:1 camper-to-chaperone ratio. Group Leaders are welcome to lead a team, and additional chaperones are welcome up to a 2:1 ratio.



For Group Leaders on Self-Guided Field Trips

Please arrive with each group divided as evenly as possible into **chaperone-led teams with a maximum of six campers each**. Our galleries are small and winding. We require that all campers and chaperones stick together for safety and to support engagement in the galleries. **Use the information on your contract and confirm with Education staff when you check in at the beginning of your field trip.**

Museum Manners

1. Campers must stay with chaperones at all times.
2. No running, pushing, or roughhousing.
3. Use inside voices at all times.
4. Look for signs or barriers before you touch.
5. No flash photography.
6. No food, drink, or gum in the museum.
7. Use only pencils for writing.
8. Do not lean on exhibits or use them as writing surfaces.
9. Reserve the elevator for those who need it.

YOUR SCHEDULE

Activity	Time
Arrival Time	
Departure Time	

GROUP 1

Chaperone _____

Camper 1 _____

2 _____

3 _____

4 _____

5 _____

6 _____

GROUP 2

Chaperone _____

Camper 1 _____

2 _____

3 _____

4 _____

5 _____

6 _____

GROUP 3

Chaperone _____

Camper 1 _____

2 _____

3 _____

4 _____

5 _____

6 _____

GROUP 4

Chaperone _____

Camper 1 _____

2 _____

3 _____

4 _____

5 _____

6 _____

GROUP 5

Chaperone _____

Camper 1 _____

2 _____

3 _____

4 _____

5 _____

6 _____

* Campers can be split into more than five groups as long as the chaperone ratio is met.

For Chaperones on Self-Guided Field Trips

Be ready to engage! Chaperones will lead a team of campers through up to two hours of gallery exploration. Our galleries are small and winding. We require that all campers and chaperones stick together for safety and to support engagement in the galleries. **Activity times will be confirmed at check-in at the beginning of the fieldtrip. Please listen for any updates to the schedule during the orientation.**

YOUR GROUP

Chaperone (You) _____

Camper 1 _____

2 _____

3 _____

4 _____

5 _____

6 _____

YOUR SCHEDULE

Activity	Time
Arrival Time	
Departure Time	

Museum Manners

1. Campers must stay with chaperones at all times.
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Helpful Tips for Chaperones:

- **Museum Manners:** You are responsible for the behavior of the campers in your team!
- **Know your group:** Learn the names and faces of the campers in your group. Make sure they know your name.
- **Be encouraging:** Encourage campers to ask questions and praise them for inquisitiveness and good behavior.
- **Stay together:** Keep your group in one room at a time and count your campers before moving on to another area.
- **Discuss & explore:** Use campers' questions as an opportunity to dive deeper. Answer questions with a hint or another question (e.g. "Where could we look to find that out?" or "Maybe this display can help us find out,") and summarize/share campers' comments with the team.
- **Look closely:** Ask your team these questions about objects/images you encounter:
 - What are we looking at? What is going on here?
 - What do you see that makes you say that?
 - What else do you notice/what more can we find?
- **Work as a team:** Encourage campers to be respectful of each other's ideas, to share materials, to take turns reading, and to work together to accomplish team goals.
- **Review:** When you are done with an activity, recap what your team did/saw/learned.
- **If you need help:** Ask! Museum Educators, Security Officers, and Visitor Services staff are all here to help. First Aid supplies can be requested at the Admissions Desk.