

WHAT DOES ARRIVAL LOOK LIKE?

If you know your group is going to be 15 minutes late (or more), please call the museum so they can relay the update to your educator: [804-474-7000](tel:804-474-7000)

1

The museum educator(s) will either greet you at your bus/van or at the front doors to the museum. They will be wearing a teal shirt or apron with our logo. They will instruct your class(es) where to go for orientation.

You (lead teacher) will go straight to the front desk to check in. A staff member will ask you these questions,

2

- How many students are with you today?
- How many teachers are here for the trip?
- How many chaperones are with you?

(Not counting additional chaperones that may be paying on their own)

Please have these totals ready **before** you check in.

Please have payment ready if you haven't already paid.

3

The front desk staff member will give you wristbands to give the chaperones and teachers/staff (minus extra chaperones; they will receive a wristband when they pay on their own). Please give these wristbands out **immediately**.

4

Everyone will walk through the front doors (still remaining in their class groups) and be shown where to go to for Orientation. Each class will be given 2-3 bins to put belongings in, like coats, lunches, etc.

In Orientation, the museum educator will go over:

5

- Museum's rules and policies
- The schedule (program times, etc.)
- Location of bathrooms and lunch areas
- Location of Chaperone Play Guide handouts

It is important that all chaperones and teachers take part in this orientation.

TRANSPORTATION DIRECTIONS



UNLOADING/PICKING UP STUDENTS

From W Broad St: Enter onto Davis Ave toward the Science Museum. Do NOT turn onto Terminal Pl. Drive past the Science Museum and parking deck and unload/pick up students in front of the Children's Museum (see star on map). Exit onto Terminal Pl.

BUS PARKING IN LOWER LOT BEHIND MUSEUM

After dropping off students, continue down Terminal Pl to the Lower Parking Lot. Space is limited.

ADDITIONAL PARKING ON W. LEIGH ST.

- Unload on Terminal Pl > Right on W Broad > Right on Arthur Ashe Blvd > Right on W Leigh > Park on W Leigh
- Unload on Terminal Pl > Left on Terminal Pl > Left on W Broad > Left on DMV Dr > Left on W Leigh > Park on W Leigh