

South Australian Museum Education Service

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SCHOOL VISIT INFORMATION

Expectations for students

Please speak with students prior to your visit so they are aware of the expectations when they arrive. General guidelines are:

- Please stay with your group.
- Walk safely around the galleries and displays.
- Share the space with other visitors.
- Remember to use a quiet voice.
- Use pencils only, marker and biro pens are not permitted.
- Please try not to touch the display cases.
- Students are asked to use the stairs. The elevators are for visitors with pushers, wheelchairs or special needs.
- Eating and drinking is not permitted in the galleries.
- You are welcome to take photographs but no flash photography.

Discovery Centre

Access to the Discovery Centre for all school group visits are pre-booked only. To make a booking phone: 8207 7404

On arrival

Please report to the Information Desk in the front foyer upon arrival. Staff will sign your group in and arrange a secured locker for bag storage. To avoid congestion in the foyer area please have your students wait outside (weather permitting) whilst this initial sign in is done.

Please do not bring clip boards as these can scratch the display cases. Plastic boards are available for loan from the Information Desk.

Bags

Students cannot carry bags in the Museum so please only bring them if necessary. Secured lockers are available if required. The key is collected from security upon arrival. Bag storage is only available while students are visiting the Museum premises.

Duty of care

Please note your duty of care ratio. All student groups must be appropriately supervised.

DfE recommended teacher/student ratios are:

1:6	Preschool to Year 2
1:10	Years 3-7
1:15	Years 8-12

Lunch/recess areas

The lawn area in the front of the Museum can be used for an eating area. Covered eating areas are located at the rear of the Museum in the Stables and the Armoury verandah.

Volunteer educator sessions

Volunteer Educators will meet class groups at the **information desk** for all sessions.

Volunteer Educators cannot be guaranteed. Our volunteers are extremely reliable, however unforeseen circumstances may occur at short notice. We therefore recommend that you arrive prepared to be self-guided in such an event. We will always endeavour to contact you with as much notice as possible if the Volunteer Educator for your session is not available.

Self-guided visits

A pre-booked galley for a self-guided visit is booked for one hour, unless otherwise negotiated. Print material is available to download from the Museum's website to support your students' learning. For further information please visit: <http://www.samuseum.sa.gov.au/visit/families-educators/teaching-resources>

Discovery trails

If your class is booked for a Discovery Trail please ensure that your groups are small, supervised and move throughout different galleries one at a time to avoid overcrowding.