

## Chaperone Guidelines

- Bus may drop off/pickup at Museum Entrance (on Figueroa Street). Upon arrival, school organizer can check-in at the Guest Services Desk and Students will head to Lobby or Theater for Orientation.
- Please ensure that you and your group of students **stay together** during your time in the museum. This includes the Museum galleries, Clive Davis theater, and café.
  - **Students are not permitted to enter the rooftop café without their chaperones!**
- **Ten students per chaperone** is strongly recommended. If you are unable to meet the student to chaperone ratio, please let us know in advance so we can plan accordingly.
- Chaperones are responsible to oversee and maintain appropriate behavior, wellbeing, and safety of your students. Encourage students to remember the **Museum Rules**, to interact with the group, and, most importantly, to have fun!
  - Do not run
  - Do not sit on steps
  - Do not play in restroom (students must be accompanied by chaperone)
- There will be time for a **restroom break** before and after the field trip, but if the need arises promptly escort your student to the restroom and return to the group.
- Please keep in mind **your participation matters**. We find when teachers and chaperones are engaged and active in the tour or workshop (listening to the speaker, putting away their cell phones, asking questions, and sitting with the students), students are more inclined to remain engaged.
- Encourage students to participate in the scavenger hunt or workshop and ask questions!
- Students will have an opportunity to purchase merchandise as you exit in groups of 10 while accompanied by their chaperone.

Thank you! We hope you and your students enjoy the GRAMMY Museum!