教师检查表

现在您已经预订了您的实地考察，使用此检查表确保一切准备就绪。

在您访问之前:
- 确认您的小组的交通安排
- 使用我们的教师指南获取与展览相关的信息和课堂活动。
- 将同意书寄回家，并要求护送者（如果需要）。
- 分发《护送人员信息及博物馆礼仪》单张（附送）。
- 复习博物馆礼仪与您的学生。

当您到达时:
- 告知您的司机CAC巴士停车位置（附送）。
- CAC工作人员或导游将在您的巴士处迎接您。
- 将雨伞、背包和大衣留在巴士上（如果可能）。
- 如果您的组超过35人，则将其分为两组，或每组不超过35人。
- 如果您的班级将在CAC吃午餐（必须事先安排），请向导游询问在哪里储存午餐。

在您的访问中，您和您的护送人员应:
- 鼓励积极参与和注意力。
- 确保组与导游在一起。
- 支持导游的活动，不要打断。
- 遵守博物馆礼仪（附送）。
- 不要回答学生提出的问题。
- 帮助减少分心（说话、发短信、打电话）。

在您访问后:
- 完成并返回评价表，包含在教师指南中。
- 制作并发送感谢信给您的导游，参看教师指南示例。
- 使用我们的教师指南进行后续活动。
- 如果您收到交通资助，请将必要的文件发送给CAC。

如果您有任何关于您的访问的问题，请联系助理总监Megan Hennes，
通过电子邮件Megan@CarnegieArtsTurlock.org，或电话209-632-5761，分机103。

C A C
Carnegie Arts Center
250 N. Broadway Turlock | 209-632-5761
Parking

The Carnegie Arts Center is located at 250 N. Broadway in Downtown Turlock.

Parking
School Buses
The CAC is located on the corner of N. Broadway and Florence Street. Reserved School Bus parking is located on the north side of the CAC on Florence Street.

Chaperones Arriving Separately
The CAC is located on the corner of N. Broadway and Florence Street. Street parking is available on N. Broadway. Parking is also available in the parking lot in front of the police department.
Chaperone Information

Please distribute to chaperones prior to your visit.

As a chaperone for your child’s school visit to the Carnegie Arts Center, you play an important role!

You help to:
- Encourage active participation and attentiveness
- Make sure the group stays with the docent at all times
- Support the docent’s efforts to do their job
- Allow students the opportunity to answer questions (Adults should refrain from answering)
- Follow and enforce Museum Etiquette (see attached)

During Your Visit:
- Please dispose of gum or candy and leave backpacks, food, and drinks on the bus or in your car while you are on your field trip.
- As to not distract the docents and students we ask that toddlers and younger children are not brought on the field trip.
- Please do not touch the artwork or lean on the wall or pedestals.
- To ensure a pleasant environment for all, please refrain from using your cell phone inside the Gallery and Art Studio.

Parking
The CAC is located on the corner of N. Broadway and Florence Street. Street parking is available on N. Broadway. Parking is also available in the parking lot in front of the police department.

Meet your student’s class at Bus Parking on Florence Street.
Museum Etiquette

DO listen to the Docent's instructions

DO raise your hand

DO use your inside voice

DO walk instead of run

DO NOT touch the artwork

DO NOT lean on the walls or pedestals

DO NOT use your phone inside the Gallery or Art Studio

DO NOT bring food or drinks into the Gallery