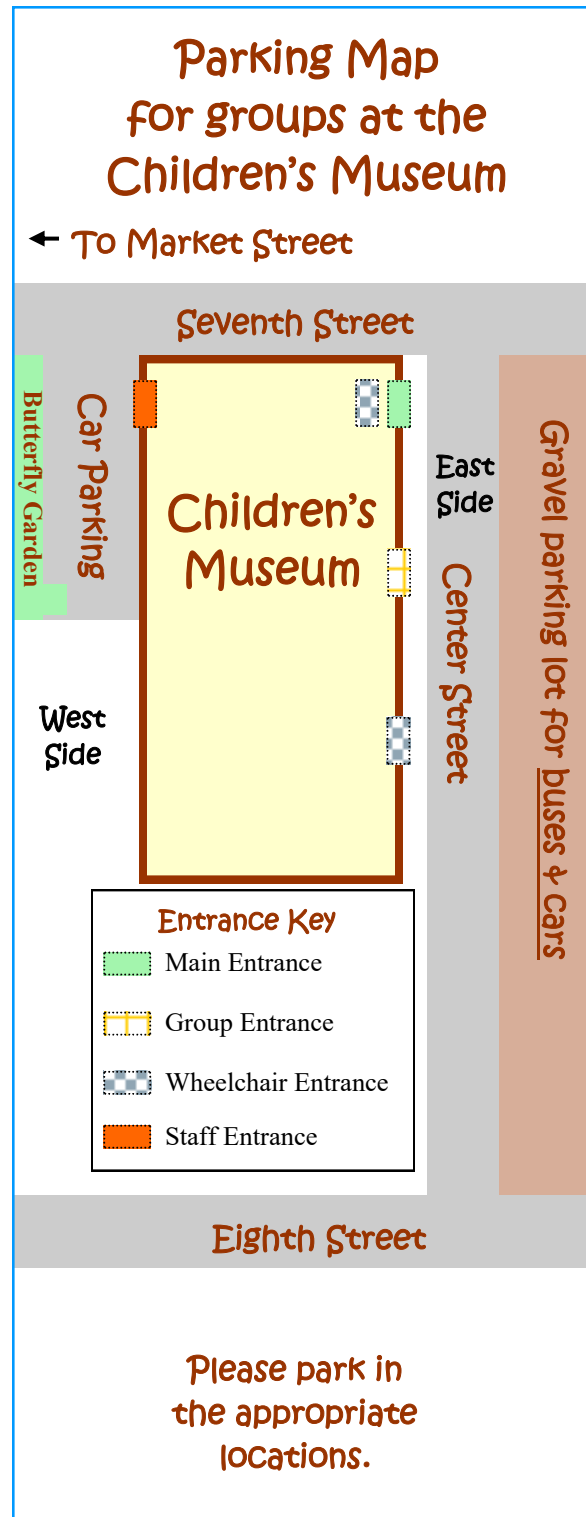


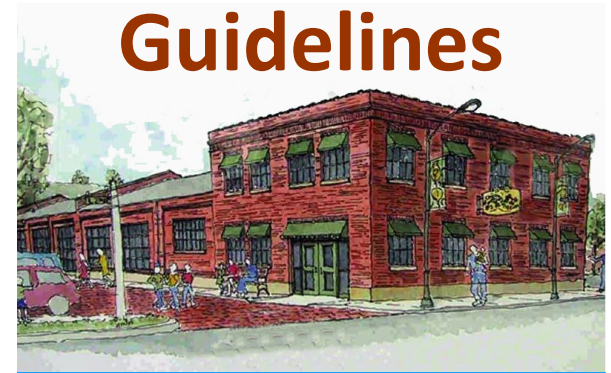
Staff will offer assistance, answer questions and provide information but cannot provide a guided tour.

- Visitors must walk at all times and speak at moderate levels. Group leaders must assume responsibility for maintaining discipline. Running, shouting, climbing on exhibits and other inappropriate behaviors are not acceptable.
- Following these guidelines will enhance the quality of your group's field trip to the Children's Museum. Thank you for your cooperation!

Explore, learn and discover!
We are delighted to have your group at the Children's Museum.



Group Visit Guidelines



Children's Museum

2 West Seventh Street
Bloomsburg, PA 17815
570-389-9206
www.the-childrens-museum.org
chmuseum@ptd.net

2018

**Hours for Group Tours
Tuesday through Saturday**

10 a.m. to 4 p.m.

*Group admission is \$5.50 per person
After-hours tours by appointment
Additional fees apply*

Welcome!

To the Children's Museum

Parking

- Buses should park against the building or in the gravel parking lot along Center Street, on the east side of the building which faces the YMCA. *For safety and insurance reasons, buses should not park in the Bloomsburg YMCA parking lot, next door (large paved parking lot).* If the bus parking area is full, please have the group leader/contact person consult museum staff at the main entrance for parking instructions. Although there are parking lots on both sides of the Children's Museum building, only cars or vans may park in the west parking lot. *See parking diagram.*
- The contact person or group leader (person who scheduled the group visit or person in charge of the group for the day) should report to the main entrance to receive instructions for the group to enter the Children's Museum.
- Your group should remain on the bus(es) until you are instructed by museum staff to unload.
- The group leader/contact person received a letter of confirmation which listed the number of smaller groups into which the larger group must divide, labeled as A, B, C, D, E, F, etc. Please refer to the confirmation letter for this number.

Please note that the number of groups does not refer to how many children are in each group, but to the total number of smaller groups.

Arriving for Your Visit

- Your group should arrive as close to the scheduled time as possible. Please call if you will be late or early
- Your group may not be admitted to the Children's Museum when arriving earlier than the scheduled time and should remain on the bus until otherwise instructed.
- Although we do not have lunchroom facilities, Bloomsburg Town Park and Kidsburg as well as Columbia Park are just a few minutes from the museum. Many groups take advantage of these nearby facilities for lunch and exercise in fair weather. For a group of 50 or less, the Bloomsburg YMCA, next door to the Children's Museum can possibly provide lunchroom space. Please contact them directly at 570-784-0188. The Bloomsburg Fire Department may also be able to accommodate your group for lunch (they can do a group larger than 50). You will also need to make arrangements directly with them.
- If your group is running late, if possible, please contact the Museum office with estimated time of arrival.
- If your group arrives late, the Children's Museum staff will make every effort for the group to complete as much of the visit as time will allow. If late, a group with a morning appointment may be required to depart at the time for which it was originally scheduled if an afternoon group is expected. If no other group is scheduled for an afternoon visit, it may be possible to extend the visit time.

Touring the Children's Museum

- Children attending the Children's Museum should be supervised by adults at all times. For every ten (10) children, we request at least one adult chaperone (parents, school/center staff, teachers or other adults).
- The Children's Museum utilizes a self guided tour system, assisted by staff. Due to the hands-on nature of the exhibits, this approach best suits the use of the facility. Group leaders and other adults may download our "Self-discovery Tour Booklet." from www.the-childrens-museum.org. This booklet provides teachers, chaperones and parents with information about each exhibit, activities provided and questions to ask children. Group leaders can easily use this booklet to guide the children through the museum from exhibit to exhibit.
- Smaller groups lettered A, B, C., etc., recycled from one exhibit area to another according to a timed schedule which each group leader will receive at the time of arrival. This ensures that there are not too many people in one place at a time. It is important that groups do not move to the next exhibit area until instructed to do so.
- Most often, schedules move the smaller lettered designated groups every fifteen minutes, but this may vary depending on the size of the overall group. The Children's Museum staff will assist your group with moving to the next appropriate area. At times, the museum is able to have a docent present at a particular exhibit area. At these times, groups are asked to give their full attention to the presentation. Docents are not available at all times or for all exhibit areas.