

## Rules for Visiting School Groups

Following are rules of conduct for students, teachers, and chaperones. They help to protect the safety of the students, preserve museum artifacts, and make the visit enjoyable for everyone.

1. Go over the rules with your students before your museum visit. Docents will remind students of the rules when they arrive at the museum.
2. Try to arrive 15 minutes before your program is scheduled to begin. This will give your docent time to organize your group.
3. NHM requires 1 adult for every 10 students on a school program and 1 for every 6 for children under 6 years old. Teachers and chaperones must remain with students at all times. Ultimately, they are responsible for the safety and discipline of their students.
4. No food or drinks are allowed in the museum except for the classroom during lunchtime. Gum is not allowed anywhere in the museum.
5. Anything that rings, beeps, or buzzes must be silenced before the program begins.
6. Coats will be collected upon entering the museum. Please discourage students from bringing backpacks and large bags. Adults may carry bags or backpacks in the museum.
7. Pens and markers are not allowed in the galleries. If the students need to take notes, please bring pencils.
8. Do not lean on glass cases, windows, doors or walls.
9. Do not touch anything unless a docent says it is okay.
10. No pushing, running, roughhousing, or shoes with wheels.
11. No photography while a docent is speaking. You are welcome to take photos without flash during free time.
12. If a school group cannot comply with the rules, museum staff may end the program.