

Unfield Trip Resources 4th-6th Grade Unfield Trip Guide

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- 1. Schedule your Unfield Trip with our Reservation Specialist at reservations@amazeum.org. You can reserve a Hershey's Lab Workshop or Amazeum AIR at this time and let our Reservation Specialist know if you are going to bring lunches to eat in our Outdoor Playscape. Receive your confirmation letter.
- 2. Schedule transportation.
- 3. Review resources:
 - Use **<u>Pre-Visit Activities</u>** in your classroom
 - Watch the Unfield Trip video
 - Share the **4 key points** with students and chaperones
 - Connect with our Unfield Trip Coordinator (mgarcia@amazeum.org) to help you develop educational goals.
- 4. Connect with parents with the Amazeum Parent Letter.
- 5. Organize students in **chaperone groups** (1:10) with the <u>Grouping Planner</u>.
- 6. Identify a lead teacher for your Unfield Trip: upon arrival, the Amazeum will need a **head count** of total adults (minus members), a **head count** of total students, and any payment for students and adults in **one transaction**.

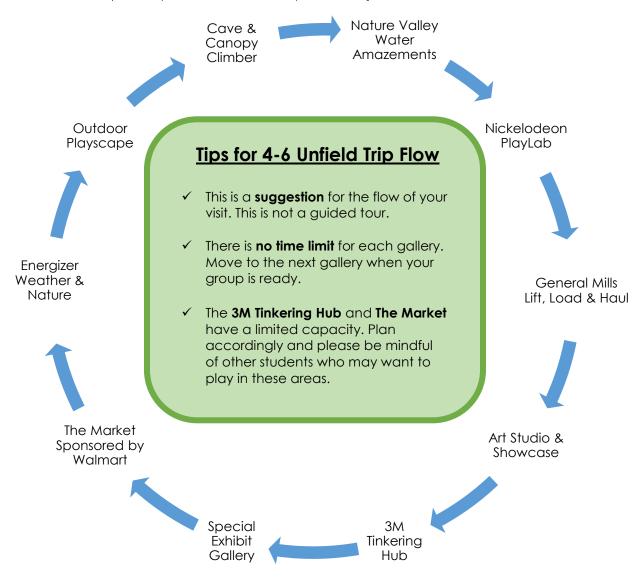
Arrival	
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- 1. Your bus should pull up to the **north side** of the Amazeum to unload and pick up students. After you have unloaded, bus drivers will park their buses at the nearby **Orchards Park**.
- 2. **Stay on the bus**; an Amazeum team member will greet you. The students will stay on the bus while the adults have an orientation. If needed, 1-3 adults can stay on the bus to watch the students.
- 3. Adult Orientation: an Amazeum team member will explain the **4 key points**, discuss the agenda, and designate adults to share the 4 key points with students on the bus.
- 4. The lead teacher will **check in** at admissions with the Unfield Trip Lead with the final headcounts of students and adults and payment.
- 5. Students will hear the 4 key points on the bus from an adult volunteer, unload off the bus, and **get into chaperoned groups outside**.
- 6. The Amazeum team will direct you inside to begin your Unfield Trip!

During -

4 Key Points

- 1. <u>Stay-Together, Play-Together</u>: Teachers will divide their students into smaller chaperone groups. Chaperones **must supervise their small groups at all times**.
- 2. <u>Gentle Touch</u>: This is a hands-on museum where we encourage as much interaction with our exhibits as possible. We ask that you use a gentle touch on exhibits and to share with our younger guests.
- 3. <u>Look for Us</u>: Please ask Amazeum team members to help deepen your experience. **This is not a guided tour.** We will have team members lead you in to start you off, but from there you are free to move at your own pace.
- 4. **Certain Areas Are Unavailable**: The Hershey's Lab Workshop is only available with a reservation before your Unfield Trip; there are clearly marked early learner spaces (inside and outside) that are just for families.



Don't miss these	galleries!	Check out	Amazeum	AIR!
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	Departure
2.	Communicate your departure time to your bus drivers. Meet at assigned departure site (assigned during adult orientation). An Amazeum team member will lead you out through the lobby to your buses.
	After
1.	Use the Post-Visit Activities in your classroom; lead a discussion about the

- Use the <u>Post-Visit Activities</u> in your classroom; lead a discussion about the trip.
- 2. Postcard reflections: You will receive postcards from the Amazeum to reflect on your Unfield Trip; send them back to us so that we can continue to improve! Note: If you reserve an Unfield Trip for a late spring date, you may not receive postcards.