

Dear Chaperone,

Thank you for volunteering to be a chaperone on your school's trip to John Jay Homestead. Being a chaperone is an important responsibility.

As a chaperone, you will help foster a successful visit. Set a good example by:

- Making sure everyone stays with their guide at all times.
- Controlling noise level.
- Abiding by and enforcing all museum rules.
- Not using your cell phone.
- Correcting disruptive behavior.
- Knowing the schedule for the day
- Allowing students to do the talking. We ask that you to work with the students, but allow them to ask and answer questions.
- Keeping social conversations to a minimum.

During the visit, students will:

- Participate in group discussions.
- Be encouraged to ask/answer questions.
- Be expected to follow all museum rules:
 - No Food/drink/gum
 - No cell phone use except for photographs
 - No running
 - No touching of museum objects

Additional helpful information:

- For the safety of the children and the security of the museum, late chaperones will not be admitted after the school arrives. No exceptions. Please be on time. We are also unable to admit you to the museum before the school arrives.
- No siblings are permitted on the field trip. If you arrive with an unauthorized child, you will be asked to leave.
- The museum doors are kept locked for your safety and the safety of the students. If you need to leave the museum, please notify a staff person. Readmittance is not guaranteed.