



Dear Chaperone,

THANK YOU for being a chaperone for the visit to Conner Prairie! Your role as group leader is very important. The information on these two pages is designed to help you in that role.

We need your active participation to ensure students are acting in a respectful and safe manner and to enhance student learning during your visit:

- For safety, it is very important that you remain with your assigned students at all times and not let them run ahead or go exploring on their own.
- Do not begin activities involving animals, sharp tools, or fire until directed to do so by a Conner Prairie staff person.
- Please direct students to be kind and respectful to each other, to other visitors, to our staff, to our animals, and to our buildings and grounds.

Please let students know you expect attentive listening during your visit. Encourage students to ask questions. Reinforce good behavior with praise. Ask students for their opinions, thoughts and feelings.

Since many parts of your field trip experience will be outdoors, be sure to dress for the weather and wear comfortable shoes. Remember sun protection such as sunscreen and a hat.

We require adults and students to wear school name tags that list the school and teacher name on them. There is other important information on the map.

At Conner Prairie, you will talk to interpretive staff, both costumed and non-costumed. Usually, staff members dressed in historic costume are portraying characters in the past. These costumed staff members share their stories with you and stay in character. Their characters' knowledge of history stops with the year they are portraying. Non-costumed staff members wear blue shirts and name tags. They can compare past and present.

**Covid-19:** The safety of our visitors, staff and animals is very important to Conner Prairie. In accordance with this and following local requirements:

- Masks are mandatory inside of buildings, bathrooms, admission check-in, and where social distancing isn't possible.
- Hand sanitizer will be located throughout the grounds.
- Weather/Emergencies - In the event of bad weather or an emergency that would require guests to otherwise move indoors - all guests and staff will be instructed to shelter in vehicles.
- Our Welcome Center and Conner Prairie Tram will not operate at this time.
- Due to the on-going situation, some elements of our outdoor experience areas will be closed or adapted.
- Please note: these plans are subject to change based on CDC guidance.

**Making the most of your Prairietown experience:** We are excited to have you take part in the new interpretive themes we have introduced in Prairietown. Our staff portraying characters will be outside looking for opportunities to interact with visitors. If you enter one of the buildings that are open in Prairietown and do not see a staff person, there are still valuable opportunities to immerse yourself in history. Have your group observe the space, taking special notice of the items you see. Study these items to learn more about the past and compare it to the present. Create your own role-play experiences and

bring history to life! We hope you enjoy the new opportunities for students, teachers and chaperones to become part of living history!

The school has made the reservations with Conner Prairie. When included in the school's one-payment transaction, the fee for adult chaperones is \$8.50. **PLEASE NOTE: Any adult (except Conner Prairie members) who pays individually at the Ticket Desk will be charged the regular general admission for the current year instead of the discounted school tour rate.**

#### CONNER PRAIRIE DIVERSITY, EQUITY, ACCESSIBILITY AND INCLUSION STATEMENT

The board, executives, staff and volunteers of Conner Prairie firmly believe that its mission is expansive – that the past we share encompasses all communities and cultures, and that the individualized experiences we provide are for all people.

Again, thank you for being a group leader. Together we can bring history to life for the students.

# INFORMATION SHEET FOR CHAPERONES

## Our Trip to Conner Prairie

Chaperone name: \_\_\_\_\_

Thank you for being a chaperone on our trip to Conner Prairie on \_\_\_\_\_. This sheet and the map have important information. Please keep them with you during the trip. Have a fantastic day!

### My group of students:

- |          |           |
|----------|-----------|
| 1. _____ | 6. _____  |
| 2. _____ | 7. _____  |
| 3. _____ | 8. _____  |
| 4. _____ | 9. _____  |
| 5. _____ | 10. _____ |

Teacher's emergency phone \_\_\_\_\_

### Schedule:

Time we depart from school \_\_\_\_\_ Time scheduled to arrive at Conner Prairie \_\_\_\_\_

Lunch time & location \_\_\_\_\_

Time we leave Conner Prairie \_\_\_\_\_ Departure location \_\_\_\_\_

### Logistics:

- **You must wear a school name tag** with the name of the school and teacher so that your group can be identified while at Conner Prairie.
- Restrooms and drinking fountains are located throughout the historic areas. Please consult the Conner Prairie map or ask a staff person.
- If a student is lost or there is a need for first aid, notify any Conner Prairie staff person. Radio or phone communication is available in all areas. We have a certified first aid responder on site.

### Teacher's educational goals for this field trip:

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### Reminders:

- **All students, grades K-12, must be with a teacher or chaperone at all times.** Student behavior should reflect respect and consideration for other people, animals, and property.
- **You are an important part of the field trip experience!** Join the students in learning by asking open-ended questions about what you are seeing, hearing, and experiencing.
- **Activities that involve animals, sharp tools, or fire must be supervised by Conner Prairie staff.**
- **Remind students not to bring open food or drink containers into the historic areas.** Bottled water is allowed.