



Dear Chaperone,

Thank you very much for volunteering your time to chaperone this trip to Conner Prairie. We value you and we're glad you're here! Your active role as a group leader is important in supporting student learning, engagement and enjoyment. We encourage teachers and chaperones to:

- Encourage students to take the lead and make space for curiosity and wonder
- Invite and allow students to ask and answer questions of themselves, each other, and Conner Prairie staff
- Ask students open-ended questions to encourage creative and critical thinking
- Remember to enjoy yourself - this day is also for you!

### **Safety**

- Please remain with your assigned students at all times.
- If there is a first aid need or a lost child, notify any Conner Prairie staff person.
- In the event of a severe weather warning, staff will advise our guests where to seek shelter, which could include returning to your bus.
- Conner Prairie strives to interpret our shared history and human experience in a safe and welcoming environment. We will NOT tolerate racist, sexist or homophobic comments, vandalism, physical contact, or harassment of any kind.

### **What to Wear**

Conner Prairie operates in all kinds of weather, so everyone should dress accordingly. Comfortable shoes are important. We recommend dressing in layers. Remember sun protection - bring sunscreen and hats. At Conner Prairie, we try to greet each day with the idea that there is no such thing as bad weather!

### **School Name Tags Required**

All adults and students are required to wear a school name tag with the school's name and teacher name on it. (Student names are not required). It will expedite check-in if everyone is wearing their school's name tag when you arrive at Conner Prairie.

### **Payment**

The school has made reservations with Conner Prairie. When included in the school's one-payment transaction, the fee for adult chaperones is \$8.00. **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.

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

#### Your group of students:

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_  
4. \_\_\_\_\_ 5. \_\_\_\_\_ 6. \_\_\_\_\_  
7. \_\_\_\_\_ 8. \_\_\_\_\_ 9. \_\_\_\_\_  
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 \_\_\_\_\_

#### 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. Conner Prairie has a certified first aid responder on site.

#### Reminders:

- All students, grades K-12, must be with a teacher or chaperone at all times.
- 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.