



ScienceWorks Group Agreement

Please review the Groups Agreements prior to visiting ScienceWorks with your staff, adult chaperones, and students to ensure a safe and fun visit.

Prior to your Visit

- Ensure that your group has at least 1 adult per every 5 students.
- Teachers will arrive with student, staff, and adult chaperones' total head count.
- Lunch spaces are outside on our Plaza. In case of inclement weather, please plan accordingly.
- If your group arrives more than 20 minutes late, your workshop will be canceled and you will be offered a museum visit only.
- ScienceWorks requires a written notice of cancellation, or your group will be subject to a \$50 cancellation fee. Email education@scienceworksmuseum.org at least 24 hours prior to your start time to cancel your reservation.
- If your group arrives late for a Field Trip OR Museum Visit, ScienceWorks staff will do the best to accommodate your group staying a full 2 hours (outside your original time slot), but cannot guarantee it, due to other groups that may be visiting the museum that same day.

During your Visit

- Students will not run while in the museum.
- Small groups will stay together while in the museum and chaperones/staff will supervise students the entire time while in the museum.
- All children under age 13 must be supervised by a member of your staff or a chaperone from your group while at ScienceWorks.
- Students will only use museum exhibits as they were intended to be used. If there are questions about an exhibit's intended use, adults will ask ScienceWorks staff ASAP.
- Exhibits that are not intended for touching include: anything behind glass, anything hanging from the ceiling, and anything with a barrier preventing easy access. If a visitor to the museum has questions about a particular exhibit, they should ask ScienceWorks staff member.

After your Visit

- Teachers will be responsible for ensuring all students are gathered and ready to leave. ScienceWorks staff members are not responsible for ensuring all students are accounted for and on your bus. ScienceWorks staff members are happy to help teachers gather students if asked to do so.
- If your group would like to eat lunch at ScienceWorks, we cannot guarantee a spot is available. ScienceWorks has outside lunch spots that will be available.