



Chaperone Duties

Thank you very much for agreeing to chaperone your school's students during their visit to the Sigal Museum! We hope you enjoy your experience and that you will be excited by what you have seen and done while you were here. Being a chaperone is a responsible position, and we appreciate your commitment to this role. Please note, if you are driving yourself to the museum, metered parking spots can be paid with change or the MobileNOW! app and have a 3 hour limit. There is also a parking garage behind the museum on Pine Street.

Please observe the following museum policies:

1. DO wear your name badge identifying you as a chaperone.
2. DO remain with your student group at all times.
3. DO intervene firmly but politely with the students to maintain order. Student behavior is your responsibility. Unacceptable student behaviors include wandering off, annoying other students; touching, sitting, or leaning on exhibits; talking instead of listening, or engaging in other disruptive activities. DO refer a student to the school teacher if the student escalates or is disrespectful.
4. DO accompany students to the lavatories and back. They are located on the Ground, 1st and 2nd floor hallways leading to the exhibits and in the hallway adjacent to the elevator on the ground floor.
5. DO assist students during their hands-on activities. Be a part of what they are doing! If you see someone having a little trouble with the craft or project, jump right in. You will enjoy it!
6. DO help students when they are shopping to count their money and to be sure they have enough money for an item before they reach the cash register. Remember that many of our young students may never have shopped on their own before!
7. DO resist wandering from your group during the docent presentations. You are responsible for the behavior of your students throughout their visit, and that requires that you remain alert, observant, and with your students at all times.
8. DO turn off your electronic devices in the museum. Flash photography is not permitted in the exhibits.
9. DO avoid side-bar conversations with other chaperones. Please give your entire attention to the program.
10. DO leave other children or siblings at home. **If you bring other children, you will not be permitted to chaperone.**
11. DO remember not to bring any food or drink into the exhibit area.

THANK YOU FOR VOLUNTEERING TO SUPERVISE & SUPPORT YOUR STUDENTS!