

# AKG:

## Guidelines for Tour Chaperones for K-12 Visits

To ensure the most positive and meaningful experience for all visitors, we ask you to review the following museum guidelines and share this information with your chaperones and students before arriving at the Buffalo AKG.

Your help and cooperation are greatly appreciated. Thank you!

- The Goal of a Chaperone
  - A chaperone supports student learning by modeling productive and appropriate behavior to ensure the success of the tour and to foster a safe environment for all museum visitors.
- The Responsibilities of a Chaperone
  - Chaperones must **actively** supervise student behavior.
  - **We ask that you refrain from being on your phone during the visit, except for emergencies.**
  - **Always** stay with your assigned group. All students in grades K-12 must always remain with their chaperones.
  - If student behavior is found to be disruptive to the museum setting, the Buffalo AKG reserves the right to ask the group to sit out the rest of the tour. What to do in the case of a disruptive student should be set ahead of time by the school.
- Museum Rules
  - **Always** remain with the assigned group.
  - Please view the artwork from a safe distance—look but **refrain from touching artwork on display** (unless invited to do so) This includes all podiums, bases, and platforms!
  - To prevent injury or harm to yourself, others, or artworks, it is important to **walk slowly** and carefully. Please ensure that students refrain from running.
  - Be respectful to other visitors and guided tours by **speaking quietly**.
  - Photography and video without flash are allowed and encouraged for personal, non-commercial purposes unless otherwise noted. The following are not allowed in galleries: live streaming, tripods, and selfie sticks.
  - **Use only pencils** for taking notes or sketching. Pens and other types of writing implements are not permitted.
  - Consumption of food and drink, including chewing gum, is limited to designated areas, and is not allowed in the galleries.
  - **Leave all backpacks and large purses on the bus.** Small backpack-style purses and crossbody bags can be worn facing front. Umbrellas may be left in holders near entrances and cannot enter the museum. Unsecured items are left at your own risk.
  - Registered service animals are welcome; however, pets are not permitted in the museum.
  - Weapons and firearms of any type are prohibited in the museum and on the museum's grounds.
  - Please note: We request that chaperones do not bring additional children when visiting with a school group.