

SCHOOL GROUP VISIT FAQs

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What does a typical School Group Visit include? During a School Group Visit, students will engage with age-appropriate works of contemporary art on view in the galleries during an inquiry-based tour led by a trained Gallery Guide. Students will also explore the exhibition-specific Learning Gallery as well as participate in a hands-on art-making experience inspired by ideas and themes presented in the exhibitions on view.

Who can request a School Group Visit? Any public, private, charter or homeschool educator may request a visit. Our School Group Visits are tailored for grades 3-12.

How many children can attend during a single School Group Visit? Up to 40 students. The minimum is 10 students.

How do I request a School Group Visit? Requests are made on Oklahoma Contemporary's website on the *School and Teacher Programs* page, under *School Group Visit Request Form*. All requests must be submitted **at least three weeks** prior to your desired visit date. After completing your request, a member of the Education Department will contact you via email within three business days to confirm your visit's date and provide you with additional information.

When are School Group Visits available? Visits are available Wednesdays, Thursdays and Fridays starting at 10 a.m. (unless it's a holiday or otherwise noted on our website).

How long does a visit last? Visits last approximately 1.5-2 hours. Please arrive 10 minutes early so an Education staff member may welcome your group to our center. If you are running late, please call 405.951.000 and let a staff member know your estimated time of arrival.

How much does it cost? All School Group Visits are free for Oklahoma students!

How should I prepare my students for their visit? We provide information about each exhibition for educators and students on our website on the *School and Teacher Programs* page, under *Exhibition Resources*. We also encourage questions! Feel free to call or email the Coordinator of Tour and School Programs at tours@okcontemp.org

How should I prepare my chaperones for their visit? The ratio required is one chaperone for every 10 students (1:10). We encourage educators to share the *How to be a Chaperone* one-pager with chaperones before the visit.

Where do we go when we arrive and who will greet us? An Education Department staff member and Gallery Guides will be outside the Main Entrance awaiting your arrival. Students

should be divided into groups of 10 with a chaperone/teacher accompanying each group. There will be a brief welcome before the visit begins.

Who will be leading the visit? A trained and background-checked Gallery Guide will lead and stay with their assigned group for the duration of the visit.

What can we expect from the Gallery Guide and Studio Instructor? Gallery Guides can foster dialogue about the artwork on view, while providing answers to questions and further developing student observations. You can expect Studio Instructors to help cultivate your students' creativity with a hands-on art project/exercise. They help students further connect to an exhibition by exploring some of the themes discussed throughout the galleries.

What do we do with our personal belongings? Bins will be available when you arrive for any personal belongings that are not permitted on the tour. Items will be returned once the visit has concluded.

Where should the bus driver park? Buses may park in Oklahoma Contemporary's designated parking lot adjacent to the main building. Make sure to have your bus driver's phone number in case of an emergency or if you need to be picked up early.

Is there a space where we can eat lunch? Groups may bring sack lunches and eat outdoors on the arts center grounds. Oklahoma Contemporary staff members are NOT responsible for students during lunch. Please indicate on the School Group Visits Request Form if you plan to eat lunch at our facility. Sack lunches must be packed together in boxes or coolers. Gather and dispose of all trash in waste receptacles when finished. In case of inclement weather, we recommend eating lunch on the bus or returning to school.

May we visit the arts center's store after the tour? Unfortunately, school groups are not permitted in the retail store during or after their visit.

May I bring my group to Oklahoma Contemporary on a self-guided visit? Yes. Self-guided tours of 10 or more are required to give advanced notice.

Who do I contact if I have more questions? We're here to help! For additional questions or concerns, contact the Coordinator of Tour and School Programs at tours@okcontemp.org or (405)951-000.

What are your COVID safety guidelines? Because our community is now considered "high risk" for COVID-19 transmission by the CDC County Data tracker, we highly recommend all visitors and students over the age of 2 wear masks while inside our facilities. Masks are currently required for all staff.

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