

CHAPERONE GUIDELINES

Tips for Being a Great Chaperone

As a chaperone, you play an important part in making your students' trip to The Baltimore Museum of Art a great success. Being a chaperone is hard work, but very rewarding. Whether you are escorting a group on a Docent-led tour or supporting a self-guided group, these guidelines should help you with your task. The BMA is counting on you to carry out these duties:

- **BE RESPONSIBLE FOR YOUR GROUP**

You will be responsible for a group of 10-15 students. It is vital that you know who is in your group so that you can keep the group together. Please accompany your group in the galleries at all times and do not wander off to other areas.

- **HELP YOUR STUDENTS LEARN**

On Docent-led tours, Docents will be posing age-appropriate questions with the students' needs in mind. Please allow the students to answer the questions and refrain from answering yourself. **Though we appreciate your enthusiasm, please help to make the quality of the students' experience our shared priority.**

If your tour is **self-guided**, you can help students explore the galleries by encouraging them to look carefully at the artworks.

- **BE A MODEL FOR YOUR STUDENTS' BEHAVIOR**

Please review **Museum Manners** (below) with your group and lead by your good example so that everyone's museum experience will be smooth and enjoyable.

MUSEUM MANNERS

- Please do not touch objects in the Museum galleries. Natural oils and moisture from hands can cause damage to artworks over time.
- For your safety and the safety of the artworks, do not touch or climb on the sculptures in the Sculpture Gardens. Please observe the signs in the garden indicating that the "please don't touch" policy applies outdoors as well as indoors.
- Stay with your group at all times. The BMA is a big place and it is easy to get lost.
- Always walk (never run) in the galleries or Sculpture Gardens. We do not want you to hurt yourself or damage the artworks.
- Please use indoor voices so that you do not distract other groups in the galleries. Speak one at a time so that everyone can be heard.
- Use pencils for writing or sketching. No crayons, pens, markers, or wet materials are permitted in the galleries.
- Please do not lean on walls or cases and do not use them as writing surfaces.