

### Important Information about School Tours

The Jewish Museum of Maryland invites you and your students to experience the rich vitality of Jewish heritage by visiting our Museum and participating in our school programs. Discover the variety and liveliness of Jewish culture, past, and present.

#### Basic Information

*Dates and Times:* School programs are offered year-round Sunday to Thursday from 10:00am to 5:00pm

*Length of Visit:* School programs generally last 90 minutes to 2 hours, but can be tailored to meet your needs

*Group Size:* With groups larger than 30, teachers are asked to divide their students into smaller groups of no more than 25-30.

#### Fees and Payment Options

The admission fee for school programs is: \$2 per students, \$3 per chaperone and teachers are complimentary. A supplemental fee of \$2 per students for archival exploration programs, art projects, writing workshops, and other special programs. **Maryland Public schools are free.** Programs with different associated fees have those fees listed directly below the program description. For example Immigrant's Trunk: Living History Performances have a program fee.

#### Booking Process: Registration/Confirmation Forms

Please contact Paige Woodhouse, Visitor Services Coordinator, at 443-873-5167 or by email at [pwoodhouse@jewishmuseummd.org](mailto:pwoodhouse@jewishmuseummd.org) to arrange your visit. When contacting Paige, please provide:

- The name of your school, grade, and teacher contact information
- 3 potential dates to visit
- Number of students, chaperones and teachers
- Program(s) or exhibit(s) you are interested in participating in during your visit
- What your students are studying in class that we can support during their visit

Once your date has been confirmed, you will receive a confirmation form that includes the scheduled itinerary, anticipated number of attendees, and associated fees. Please review, sign and return this form to complete your booking.

#### Accessibility

The Museum entrance, galleries and restrooms are fully accessible. Please note that both Synagogues, Lloyd Street Synagogue and B'nai Israel Synagogue, are neither walker nor wheelchair friendly. It is necessary to climb stairs to enter the main sanctuaries of both Synagogues. There is a short video tour of the two Synagogues available as an alternative. Please request this video at the time of your booking.

With advance notice, the Museum is happy to provide additional assistance for groups in need of special accommodations, such as sign language interpreters.

Restrooms are located inside the Museum, adjacent to the orientation space. Water fountains are located near the restrooms. There are also restrooms in the Lloyd Street Synagogue.

#### Bags & Backpacks

There is minimal storage available inside the Museum. There is a coat rack area. If possible, students should keep their bags, backpacks and coats on the buses. In cold or rainy weather, students should keep



their coats on if they will be visiting Lloyd Street and B'nai Israel Synagogues. They will be walking outside to visit these two buildings.

### Chaperones

A ratio of 1 adult per 10 students is required. All chaperones must be 18 and older. Museum staff reserves the right to refuse entry to any group that does not meet this minimum requirement.

The role of the chaperones is to encourage students to ask questions, make personal observations, and provide supervision. Please note that Museum staff and volunteers are responsible for facilitating programs and for delivering educational content, not for disciplining students.

### Lunch Facility

There is minimal lunch storage space inside the Museum. When possible, students should keep their lunches on the buses. The Museum may be able to provide space for eating bagged lunches if arrangements are made in advance of the visit. Please note that there is no food service on site at the Museum, nor is there refrigerated storage for lunches.

### Buses & Parking

There is a free city-owned public parking lot directly across from the Museum.

There is a loading/drop-off zone directly in front of the Museum entrance that can be used by buses.

**The Museum can provide one complimentary bus for Baltimore City Public Schools.** All other schools/groups are required to make their own bussing arrangements.

### Photography

Museum staff will take photos during your scheduled visit. These photos are archived in our Institutional Archives and may be used in our publications, both online and in print. These photos may be posted on the Jewish Museum of Maryland's Education Facebook page. Please let us know ahead of time if you are not comfortable with our staff taking photos of your group.

### Prior to your Visit / Post Visit

One week prior to the scheduled trip, please email or call the Visitor Services Coordinator to confirm the number of students, chaperones and teachers attending. The Museum reserves the right to postpone the trip if the group size becomes too small.

### Upon Arrival

The group leader should proceed to the reception desk to announce your group's arrival and to have a staff member process payment. If the number of students/chaperones/teachers has changed following your booking confirmation, please let the staff member know so that they can adjust the fee accordingly.

Your group will be met by a Museum Educator who will be your guide for the duration of your visit.

### Museum Guidelines

Upon arrival, Museum Educator will review how students should behave in the Museum and Synagogues.

We encourage you review these guidelines with students ahead of your visit:

- Have fun! The Museum is meant to be an interactive and inspiring experience for students and teachers!
- Please no eating, drinking, or chewing gum while inside the Museum or Synagogues
- Please listen to the Museum Educators while they are speaking. Students are encouraged to ask questions, but they should raise their hands and wait to be called upon.
- Please no running in the Museum or Synagogues
- Please use your inside voice

- Please assume that nothing can be touched until the Museum Educators have invited students to touch or handle something.
- Synagogues are sacred spaces and therefore we should all use our best behavior while inside them.
- When entering B'nai Israel Synagogue, boys are required to cover their heads. They can either wear their own hats or wear a kippah that is provided when they enter the Synagogue. Please return any kippot borrowed when leaving the Synagogue.

#### Late Arrival/Cancelations

If your group is more than 15 minutes late for your visit, your scheduled program may be shortened due to scheduling conflicts. If you are going to be more than 15 minutes late, please call the Museum at 410-732-6400 to notify the Education Department.

#### Inclement weather

Bad weather can create a situation that makes it unsafe for students, chaperones, teachers, and Museum Staff to travel to and from the Museum. The Jewish Museum of Museum follows the Baltimore City Public School's system for the first day of inclement weather. Any consecutive days are made at the discretion of the Museum. If you are unable to attend a scheduled visit to the Museum due to inclement weather, please contact the Museum as soon as possible. If the Museum closes, or is delayed, we will inform the contact provided during registration.

#### Create a Package Trip & Visit Other Museums

The Museum can help you create a field trip package that includes a visit to other nearby Museums and Historic Sites. The Jonestown neighborhood, where the Museum is located, is home to several historic sites, including:

- The Reginald F. Lewis Museum of Maryland African American History and Culture
- The Star-Spangled Banner Flag House
- The Carroll Mansion
- The Shot Tower

The Museum can help you plan a multi-site visit. Please inquire about this option when making your reservation. Please note that you will be responsible for paying separate admission fees for each stop on your itinerary. We are happy to work with you to design a special program.

#### Additional Information – Please Contact

For any additional questions about the Museum's educational programs or scheduling a program, please contact: Paige Woodhouse, Visitor Services Coordinator, at 443-873-5167 or by email at [pwoodhouse@jewishmuseummd.org](mailto:pwoodhouse@jewishmuseummd.org) or Ilene Dackman-Alon, Director of Learning and Visitor Experience, at 443-873-5178 or by email at [idackmanalon@jewishmuseummd.org](mailto:idackmanalon@jewishmuseummd.org)