

Chaperone Guide

Dear Chaperones;

Thank you for supervising students for this SAGE Center field trip. As you prepare to share the excitement and adventure with the students, here are a few things to remember that will help keep your field trip safe and fun.

Preparation

- Familiarize yourself with the classroom teacher's method of getting students' attention.
- Learn the names of your students, and/or have them wear name tags.
- There should be a minimum of one chaperone for every five students for kindergarten through eighth grade; and one chaperone for every 10 students for ninth through twelfth grades.

Behavior

- Students and chaperones must stay together at all times.
- Students and chaperones should walk in the exhibit areas, use indoor voices and respect other SAGE Center visitors.
- Although we do encourage hands-on learning, we ask that students be respectful of SAGE Center equipment, property and staff.
- Neither students nor chaperones should leave the group to go shopping in the store. In most cases a time for shopping will be provided.
- While in the store we ask that there be one chaperone for every three students.
- Please engage with students regarding the material they are covering during your visit. If they need help finding information, it can usually be found on the exhibits. In some cases, a "book" is attached to an exhibit and may have the answers as well.

**Thank You,
SAGE Center Staff**