



Teacher Checklist for School Visits

If you have any questions about your reservation, please call our Getty School Group Scheduling team at (310) 440-7322.

BEFORE YOUR VISIT

- Recruit chaperones. One chaperone (non-student over age 18) is required for every 15 students. A maximum of 2 chaperones per 15 students may accompany the guided lesson.
- Meet with chaperones and colleagues accompanying the field trip and share our "Chaperone Guidelines." Discuss the agenda for the visit, their roles, their responsibilities, and your expectations.
- Please remind chaperones to stay with their groups at all times, even if their students are high-school aged. Students without chaperones will be approached by museum staff and it will be addressed promptly with the lead teacher.
- Ask students to pack their lunches in individual paper bags so they can fit into the storage coolers we provide.
- Make clear and legible name tags for each student to wear during the guided visit so docents can use their names during the lesson.
- Inform your students of the agenda for the visit - how long they will be in the museum, what time their lunch will be, whether or not they will be visiting the gift shop, etc. Studies show students learn more on a field trip when they have basic information in advance.
- Introduce the museum to your students with the following activities:
 - [Explore works of art](#)
 - [Explore current exhibitions](#)
 - [Pre-visit activities for all ages](#)
 - [Videos](#)
- Do the "[Protecting Art for Future Generations](#)" activity to help students learn why we ask them not to touch the art on display. Ask students to help us protect the art on view by staying at least 12 inches away from works of art (including furniture on display) and being careful with pencils in the gallery. Remind them not to point at works of art with pencils.
- Practice close looking with your students. Do the "[Thirty-Second Look](#)" activity to help students learn the benefits of slowing down and looking closely at works of art.

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UPON ARRIVAL AT THE GETTY CENTER

PLEASE BE AWARE THAT OUR LUNCH PROCEDURES HAVE CHANGED FROM PREVIOUS YEARS. All students will eat lunches in the Garden Terrace Cafe near the museum galleries. Lunch seating is limited so please be aware of and adhere to your assigned picnic time, which is coordinated to your tour time (see below). Please make sure that all adults accompanying the group are aware of the lunch time.

- Upon arrival in the parking garage, please wait in your bus and a School Group Liaison will greet you there to direct your group.
- Before you leave your bus or car, please note that there are items that cannot be carried in the museum which should be left in the vehicle:
 - water bottles
 - backpacks (backpacks with emergency materials are an exception)
 - umbrellas
 - gum/food
 - pens and markers
- Students should carry their lunches in hand when exiting the bus and riding the tram. Lunch coolers brought from the school can be carried by teachers and chaperones, and should be placed in laps or seats, not the floor, of the tram.
- The School Group Liaisons will direct your class to student bathrooms before you board the tram. They will then provide direction up the nearby stairs to the tram, which will take you to the museum at the top of the hill.
- When you leave the tram at the top of the hill, your next steps depend on your tour time.

Groups with Docent tours 10:15-11:15 (lunch 12:00-12:30) and 10:45-11:45 (lunch 12:30-1:00)

o Deposit your lunches in the provided white coolers, which Getty staff will move to the Garden Terrace Cafe once your lunches are stowed. Your coolers will be labeled with your school's name and you can pick up lunches there at your lunch time.

Groups with Docent tours 11:45-12:45 (lunch 11:00-11:30) and 12:15-1:15 (lunch 11:30-12:00)

o Carry your lunches to the Garden Terrace Cafe to have lunch. Our staff will direct chaperones and students buying lunch to the Cafe. Coolers marked with your school's name will be available for leftovers which can be picked up at the same location before you leave to return to school. Please return to the Tram Arrival Plaza 5-10 minutes before your scheduled tour time.

- Your entire school group will be separated into smaller groups for the Guided lesson. We will tell you the exact number of groups and students per group before your Guided lesson, based on your total number of students, chaperones, and how many docents are available. Your flexibility and assistance with this process are greatly appreciated.
- Following your Guided lesson, your school can explore the galleries on their own, but we ask you to follow a few guidelines to avoid interrupting other groups. Please ask students and chaperones to be aware of and respectful of other Guided lessons. Please have your school stay in their smaller groups of 15 students or less with a chaperone, and have each group explore the galleries independently of other groups from your school.

Make sure all accompanying adults know the place and time you have chosen for your school to meet after you have finished visiting the galleries.

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Have a great time exploring the Getty Center, and let our staff and volunteers know if you have any questions. We're here to help!

AFTER YOUR VISIT

These simple [post-visit activities](#) will remind students about what they saw and reinforce what they learned during their guided visit.

STANDARDS ADDRESSED

Guided lessons address Common Core Standards and support the Visual Arts Content Standards in the areas of Artistic Perception; Historical and Cultural Context; Aesthetic Valuing; and Connections, Relationships, and Applications. They also address standards in History-Social Science and English-Language Arts.



SCHOOL

Education at the J. Paul Getty Museum
at the Getty Center

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