



Visiting the Montshire

Group Leader Checklist

We are delighted that you have chosen the Montshire for a group visit. The Montshire is a hands-on museum filled with exhibits on the natural and physical sciences. Your group will get to experiment, observe, ask questions, and explore a variety of scientific phenomena.

To ensure that your visit meets your expectations as well as ours, please refer to the following checklist and share pertinent points with your group.

BEFORE YOUR VISIT

Review Montshire Visitor Guidelines:

- Visitors must show no symptoms of illness. For the safety of other visitors and staff, people who are showing symptoms of illness should not enter the Montshire building or grounds.
- Review the Museum website, www.montshire.org, for information on our visitor policies, based on Vermont's and CDC's latest rules and recommendations. This information may affect your visit.
- The Montshire requires all visitors over the age of 3--both vaccinated and unvaccinated--to wear a mask when inside the building, no exceptions.

Chaperones: We require one chaperone for every eight children, but recommend a lower ratio for everyone's enjoyment. Chaperones and their children must stay together at all times.

- Complete a *Chaperone Information Sheet* for each chaperone and provide each chaperone with a copy before your visit to the Montshire. Make sure chaperones review their information and are aware of the guidelines and their responsibilities in supervising children.

Children:

- Review behavioral expectations with the group.
- Provide name tags for everyone to wear during their visit with a first name and your group's name.

Museum Store:

- Children must be accompanied by a chaperone when shopping in the Museum Store. Vermont has a 6% sales tax. We recommend staggering their group's visits to the store to alleviate crowding and long wait times to check out.

Lunch:

- Everyone must bring their own lunch. Please plan on eating outside or on the bus/in your vehicle.

Reservation changes:

- If you need to make any changes to your reservation, please call the Montshire at 802-649-2200. We are holding this time for your group, so please let us know if it can be made available to others.

Payment:

- ❑ Payment will be made when you arrive at the Museum for your visit. Payment may be made by credit card (preferred), check, or cash. If you have arranged to be invoiced, we will do so the following business day. **Individuals paying separately will be charged the full admission rate.**

UPON ARRIVAL

- ❑ **Bus drop-off and parking:** Buses should proceed through the parking lot to the bus drop-off area; the circle drive is not designed for buses. The groups will be greeted before disembarking. Once students have exited the bus, busses should park at the far end of the lot. Bus drivers may enter the Montshire for free.
- ❑ **Greeting:** A Museum Explainer will greet your group on the bus or outside the building to review expectations and highlight special events and exhibits currently at the Montshire. After the greeting, your group is ready to enter the Museum.
- ❑ **Check-in:** The group leader should enter the building to check in and pay with an accurate count of both children and adults.

DURING YOUR VISIT

- ❑ **Explainers:** Museum Explainers wearing red Montshire aprons will be on hand throughout your visit to help people engage with the exhibits and to facilitate informal science learning programs. Our Explainers enjoy working with visitors and can answer questions, though they do not provide guided tours.
- ❑ **Outdoor Spaces:** *David Goudy Science Park* includes exhibits on water, wind, sound, natural history and daytime astronomy. There is a series of [nature trails](#) that vary in distance and difficulty. The *Play Grove* is a nature play area along the River Loop Trail. (Note: The water features in *Science Park* are seasonal and weather dependent; generally available from May through mid-October. Please have children dress accordingly as they can get wet).

Montshire's Photo Policy:

Montshire personnel may photograph members of your groups during their visit for use on our website and electronic and print promotional materials. If you or anyone in your group do not wish to be photographed, please inform a member of the Museum's staff.

TIPS FOR YOUR VISIT

Expectations for All Visitors:

- Have fun exploring and experimenting.
- Treat the exhibits and other visitors with respect. Maintain 6-foot social distancing from other groups.
- Enjoy a picnic lunch outside. Eating and drinking are not permitted inside the Museum building.
- Recognize that our visitors range in age from babies to grandparents, and they all want to explore our exhibits in a safe environment. Be sure your group members respect everyone's experience.
- Share your discoveries with a friend and help each other enjoy the Montshire.
- Stay together in your subgroup to maximize safety and FUN.

Tips for First-Time Visitors:

- Check out our current exhibits and find out about the activities scheduled for the day.
- Go outdoors and explore the trails, with trailside exhibits. Stop by *Woodland Garden*, *David Goudy Science Park*, the *Play Grove*, or *Planet Walk*, a walking tour of the solar system.
- In warmer months, remember to check for ticks after walking the trails.
- For groups with children five and under, Wonder Woods is a great place to start your visit.
- If you have questions or need assistance, look for a Montshire Explainer (wearing red aprons), or anyone with a Montshire nametag. We're here to help!
- Before you leave, visit the Museum Store for an outstanding selection of books, science kits, toys, gifts, and more.
- Use the visitor guide to help you find your way around the Montshire.

Thank you for choosing the Montshire as a destination for your group!