

Visitor FAQ: School Groups

How do I schedule a tour?

Contact **Stephanie Ruse**, School & Community Programs Assistant, at ruse@wustl.edu or (314) 935-5624 to request a tour.

Who can bring a group to the museum?

We welcome anyone to bring a group to the Museum for a special tour or program! We provide tours for school groups from K-12 and at the college level and look forward to working with teachers of all disciplines.

How much does a tour cost?

There is no charge for tours, and admission to the Museum is always free.

When is the museum open?

Museum hours are 11 am-6 pm on Mondays, Wednesdays, Thursdays, Saturdays and Sundays and 11am-8 pm on Fridays. We are closed on Tuesday. It is preferable to schedule group visits during open hours, but exceptions can be made with ample notice.

What will a museum tour be like for my group?

Tours at the museum are generally designed to last about an hour, but can vary based on your time availability and the program we develop to fit the needs of your group (i.e. if the group needs to split into sections, an hour and a half is usually more preferable). Our education staff and docent guides are trained in inquiry-based, activity-based teaching, so that they will work to actively engage your students through discussion, questions, and activities. At the museum, your class will focus on a selection of works that best address the goals of your visit.

Who will lead the tour?

For a guided tour, either a member of the education staff or a trained Washington University student volunteer called a docent will take your students through the museum.

A self-guided, teacher-led tour is taught by the visiting students' own teacher rather than by museum personnel. Teachers who will be leading tours are responsible for planning the tour and preparing assignments for their students to do while in the galleries. The Education Department can provide resources to help teachers prepare for these tours.

How many students can I bring to the museum?

The Kemper is a fairly small museum and so prefers to limit group numbers to 30. We do have some options for accommodating groups of up to 60 with appropriate numbers of chaperones and with advance notice, so please inquire. If you are bringing a group specifically to view the Teaching Gallery exhibition, group size is limited to 20 as this is a smaller gallery space. For groups larger than 60, consider the possibility of bringing smaller sections on different days to ensure a quality experience for all.

If you are bringing your students on a teacher-led tour, total group size is limited to fourteen.

How many chaperones do I need to bring with my group?

For a guided tour, we require that there be one adult chaperone for every ten students. For a teacher-led tour, we require that there be one adult chaperone for every seven students. Chaperones play an important role in the museum visit. Chaperones are required to stay with their students to help encourage good behavior and to assist the guide in moving the students around the museum. If a student were to become ill or have an emergency, the chaperone would be there to assist in that situation as well.

Do I have to schedule my visit in advance?

Yes. In order to ensure space in the museum for your class, it is important that you call at least two weeks in advance to schedule your visit, even if you don't want a guided tour. If a group arrives without a scheduled appointment, there is no guarantee that there will be space in the museum to accommodate it. Note that we typically cannot schedule visits on Tuesdays when the museum is closed, or the week immediately before a new exhibition opens due to the installation process.

What happens after I contact the museum?

After you have contacted the museum and scheduled your tour with the education staff, you will receive confirmation materials by email or postal mail. These materials will include information about parking and directions, museum guidelines, and our expectations of the chaperones.

Are there lunchroom facilities available?

Unfortunately no lunchroom facilities are available in the museum or in the surrounding buildings. However, during the academic year groups are welcome to purchase lunches at Etta's Café, immediately adjacent to the Museum in Steinberg Hall, which offers a selection of soups, sandwiches, salads, and other items. Weather permitting, groups are also welcome to bring bag lunches and eat outside on the Sculpture Plaza or the grassy median on Brookings Drive. Some groups find it most convenient to eat on their bus.

Is parking available?

Buses: After dropping off students either along Brookings Drive or in the parking lot adjacent to the museum, buses may park and stage at West Campus on lot 61 at no cost. Here is a map to help guide drivers: http://parking.wustl.edu/parkingmap_2010.pdf. They should enter the lot from Forsyth and Jackson and park along the wall, where it says fire lane. Drivers should not leave their buses. When they are called to go back to campus, they will be able to pull straight out, turn left on Lee and then left on Forsyth.

Cars: Metered parking is available along Brookings Drive, and a parking lot with a row of visitor spots utilizing a pay station system accepting cash and change is located just east of the Museum. To get to the lot turn right just past the Museum while heading east on Brookings Drive, and a row of visitor spots indicated with purple signs will be to your right. Both the pay station and parking meters cost \$1/hour. Parking in the meters along Brookings Drive and any lot adjacent to the Museum is free during the weekends.

**Limited funds are available to help schools offset the cost of bus transportation and/or parking. Please inquire about available funds when scheduling a tour.*