



# SCHOOL VISIT TOOLKIT

SANTA BARBARA MUSEUM OF ART

## CHAPERONES

- For elementary students, please have 1 chaperone per 6 students.
- For high school students, please have 1 chaperone per 10 students.
- Students cannot be unattended while in the Museum.
- Chaperones must stay with their group at all times.
- We kindly ask for teacher support in maintaining the rules of conduct during your visit.

## BACKPACKS AND LUNCHES

- If possible, please leave all backpacks at school. Large bags are not permitted in the galleries and will have to be checked in lockers if brought to the Museum.
- Lunch may not be eaten in the Museum. If you plan to bring your lunch, please contact SBMA in advance so that they can be stored in a designated area.
- It is recommended to eat outside at the [Sunken Gardens of the Santa Barbara Courthouse](#), located directly behind the Museum before or after your visit.

## RULES OF CONDUCT WHEN VISITING THE MUSEUM

*Please review this information with your students before you arrive. Please note that Museum security guards may ask students to keep a distance from art on view if they observe anyone getting too close to the artwork.*

- Please remain 18 inches from the artworks at all times.
- Do not lean on walls or vitrines when taking notes.
- Visitors should keep their voices low.
- Running and rough play are prohibited.
- Food, drinks (including water), and gum are prohibited in the galleries.
- Only pencils may be used in the galleries.
- Cell phones should be turned to silent while in the Museum.

## SELF-GUIDED VISITS

- Self-guided visits are available for students in high school and college.
- Please notify the Education Dept. at least two weeks in advance if you plan to visit.
- Self-guided visits are capped at 50 students.
- Chaperones are required for self-guided visits and must stay with the students at all times. Teachers are responsible for student behavior while in the Museum.
- Transportation stipends are unfortunately unavailable for self-guided visits.

**CONTACT US:** [education@sbma.net](mailto:education@sbma.net) | 805.884.6457



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## COVID-19 PROTOCOLS

- All visitors to SBMA over the age of 2 years old are required to wear masks.
- If feeling unwell, please do not visit the Museum.
- Art supplies will be sanitized before and after each use.
- Hand sanitizer is available throughout the Museum.

## ARRIVING TO THE MUSEUM

- If arriving via bus, please have your bus driver drop you off and pick you up on [Anapamu Street \(between State Street and Anacapa Street\)](#).
- School groups larger than 10 students should enter the Museum through the Park Entrance located off Anapamu Street or through La Arcada Plaza.
- If driving to the Museum, parking is available in Downtown Parking [Lots 6](#) and [7](#).
- Your docent will meet you in the Park Entrance lobby and guide you to the galleries.

## ACCESSIBILITY

- SBMA is committed to making our exhibitions and programs accessible to all visitors. If any of your students require additional services, please let us know in advance and we are happy to accommodate.
- Verbal description guides and ipads are available for students with low vision.



# SCHOOL BUSING TOOLKIT

SANTA BARBARA MUSEUM OF ART

## OVERVIEW

- Free busing is available for K-12 schools in select cities.
- Stipends are available for those that do not qualify.
- Teachers are responsible for making their own busing arrangements and cancellations.

## SCHOOLS IN SANTA BARBARA, SUMMERLAND, CARPINTERIA, AND GOLETA

- Free busing is available for K-12 schools in the cities listed above.
- For schools in Santa Barbara, please make your busing arrangements through Santa Barbara Transportation. They will then invoice the Museum directly after the reservation is made. Phone: 805.681.8366 / Fax: 805.681.8363

## ALL OTHER K-12 SCHOOLS

- SBMA can provide a \$200 stipend to help with the busing cost for your field trip.
- The stipend will be submitted to your school as a reimbursement.
- After your field trip has taken place, please have your school bill the Museum directly for the reimbursement.
- Please make arrangements through your school's busing company. If space is not available, you can also contact Student Transportation of America in Santa Barbara at 805.681.8366 or by fax at 805.681.8363.

## ADDITIONAL INFORMATION

- Make your busing arrangements as soon as you receive your confirmation email from the Education Department.
- Cancellation costs will not be covered by the Museum.
- In order to receive reimbursement from the Museum, all invoices for busing will need to be submitted no later than July 1, 2022.
- Help us serve more students by sharing a bus! If multiple classes from the same school are visiting on the same date (i.e. 4 classes of 5th graders or a 4th and 5th grade class from the same school), please consolidate buses. This assists us in extending our free busing program to as many students as possible. Thank you!

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