

# FIELD TRIP F.A.Q.'s



## What are the benefits for school groups?

- Discounted rates
- Confirmation letter and pre-visit guide
- Friendly greeting and orientation
- Exhibits that enhance core curriculum

## How much does a school group visit cost?

\$1.50 per student. The per-person rates are available for groups of 10 or more, pre-school through grade 12. (Valid Tuesday through Friday only.) Home-schooled students are also welcome at these rates.

## Do KGMC Family memberships apply to school field trips?

No. Memberships are valid for family visits only and are not accepted for group visits.

## How can I pay?

We accept checks, completed purchase orders and credit cards.

## What if I have to cancel our trip?

Cancellations must be made at least seven days before your visit. You will be required to pay the total amount if cancellation is not received seven days prior to your reservation date. If you must cancel your visit, every effort will be made to reschedule your group, subject to availability. Cancellations by telephone should be followed immediately by a mailed, emailed or faxed confirmation to:

Kentucky Gateway Museum Center  
215 Sutton Street  
Maysville, KY 41056  
606.564.5865  
communications@kygmc.org

You will be responsible for the total cost of your reservation, which must be confirmed seven days prior to your visit. Total amount is due at check-in. Refunds are not given.

## What do we do in case of school closings?

School groups may reschedule when school closings occur due to inclement weather.

## **What if we are late?**

If you are late, we will make every effort to complete your tour. However, if another group is scheduled, adjustments will have to be made.

## **How do I make a school group reservation?**

To make a reservation, please call (606) 564-5865 ext. 108, [communications@kygmc.org](mailto:communications@kygmc.org)

## **Do I need chaperones?**

Yes. One chaperone per 10 students is required for grades 2 through 12. One chaperone per five students is required for preschoolers through first grade. Required chaperones pay \$1. Extra chaperones must pay the student rate.

## **What are the adults in my group responsible for?**

Teachers and chaperones are responsible for the behavior and safety of their students. You and your organization are responsible for ensuring that participants follow the rules and regulations of the Kentucky Gateway Museum Center.

## **How can I prepare for a field trip?**

Review the information provided in your pre-visit school guide or, if possible, visit the Museum Center in advance.

## **Where can we park?**

Call Communication Services for information: (606) 564-5865 ext. 108.  
Buses can unload and load in front of the Museum Center.