



## Field Trip Guide

2025



## Field Trip Information

### What is the Chico Children's Museum?

A children's museum is defined as a nonprofit educational and cultural institution committed to serving the needs and interests of children by providing exhibits and programs that stimulate curiosity and motivate learning. The Chico Children's Museum aims to offer that through kid sized, dramatic play exhibits as well as artistic and constructive play areas. Our 7,000 sq. foot space is designed to be played in! Our exhibits are "please touch" spaces, unlike other museums where kids are asked to keep their hands to themselves and enjoy the offerings from afar.

**CCM Field Trip Offerings:** The Chico Children's Museum offers Field Trips in two ways:

#### **Public Field Trips, 1 class / 2 classes max (min of 12)**

These are done Wednesday, Thursday & Fridays. These public field trips happen during normal museum hours. These are done during a 2 hour session, 9:30am-11:30am. Admission is discounted to \$6 a person, adults and children included (children under 2 are free). We ask that there is at least one chaperone per every 5 children (1:5)

During these trips, each adult chaperone should be assigned a group of 3-5 children. These groups can move through the museum as they like - they do not have to follow a specific path through the museum, but must stay together with their chaperone.

#### **Private Field Trips, up to 60 people with ability to add more - 2 classes max** **(THESE WILL NO LONGER BE OFFERED AFTER THE '24-'25 SCHOOL YEAR)**

These are done on Mondays. We will be closed to the general public. These are done during a 2 hour session, 9:30am-11:30am or 12:30pm-2:30pm. These visits are \$300 to start and include admission for 50 children and 10 adult chaperones (or 60 people total). Additional guests are \$50 for up to 10 additional guests. We ask that there is at least one chaperone per every 5 children (1:5)

Monday field trips are private to your group/school. Parents will have preassigned locations to supervise, with extra parents rotating through the museum while the kids play. The benefit of these trips is that the kids can move through the museum at their own pace, instead of in small groups. Please see below for more information on chaperone positions during these trips.

#### **Please distribute the following documents to prior to the field trip:**

- Child Waiver (signed and given to us on day of field trip)
- Give each Chaperone - CCM - What to expect paper (assign them a group or location placement before scheduled field trip)



## **Public Field Trips (Wed-Fri)**

1. Field Trip Waiver (One per student, please make sure any siblings who plan to join the field trip have their name added to the waiver.) This is due the day of the field trip.
2. Give CCM Chaperones - What to Expect during a Public Field Trip
3. Give CCM Chaperones list of assigned kids (Please have children in groups of 3-5 per chaperone, they will be exploring the museum in their groups.)

## **Private Field Trips (Mon)**

1. Field Trip Waiver (One per student, please make sure any siblings who plan to join the field trip have their name added to the waiver.) This is due the day of the field trip.
2. Give CCM Chaperones - What to Expect during a Private Field Trip
3. Give CCM Chaperones - Supervision Placement Guide (Please assign a chaperone to each number/role prior to arrival at the museum)



## Field Trip Waiver Form

By signing this form, I, as parent/guardian, permit the Chico Children's Museum to use pictures of my child(ren) as a program participant in promotional literature, videos, and the CCM website. I understand my child(ren)'s name(s) will not be published. I, as parent/guardian of \_\_\_\_\_ ("Child"), hereby assume all risks and hazards incidental to the conduct of the activities at Chico Children's Museum and transportation to and from the activities. My Child is fit for the program(s) in which I have enrolled them. I HERELY RELEASE AND SHALL DEFEND, INDEMNIFY AND HOLD HARMLESS RELEASEES FROM EVERY CLAIM AND ANY LIABILITY THAT I OR MY CHILD MAY ALLEGE AGAINST RELEASEES (including reasonable legal fees and costs) AS A DIRECT OR INDIRECT RESULT OF INJURY TO ME OR MY CHILD BECAUSE OF MY CHILD'S PARTICIPATION IN ANY CHICO CHILDREN'S MUSEUM, WHETHER CAUSED BY THE NEGLIGENCE OF RELEASEES OR OTHERS TO THE MAXIMUM EXTENT PERMITTED BY LAW. I PROMISE NOT TO SUE RELEASES ON MY BEHALF OR ON BEHALF OF MY CHILD REGARDING ANY CLAIM ARISING FROM OR RELATED TO MY CHILD'S PARTICIPATION IN ANY CCM PROGRAM(S). I ACKNOWLEDGE THAT, BY SIGNING THIS DOCUMENT, I AM RELEASING CHICO CHILDREN'S MUSEUM AND THEIR REPRESENTATIVES, AGENTS, EMPLOYEES, VOLUNTEERS, MEMBERS, SPONSORS, PROMOTERS, AND AFFILIATES (COLLECTIVELY "RELEASEES") FROM LIABILITY, AND THAT I AM GIVING UP SUBSTANTIAL LEGAL RIGHTS. THIS SIGN UP AND RELEASE FORM IS A CONTRACT WITH LEGAL AND BINDING CONSEQUENCES AND IT APPLIES TO ALL ACTIVITIES IN WHICH MY CHILD ENGAGES DURING DROP OFF NIGHT AT THE CHICO CHILDREN'S MUSEUM, REGARDLESS OF WHETHER SUCH ACTIVITY IS A PART OF A FORMAL PROGRAM. I HAVE READ THIS RELEASE CAREFULLY BEFORE SIGNING. I UNDERSTAND WHAT THIS RELEASE MEANS AND WHAT I AM AGREEING TO BY SIGNING. I understand that no insurance coverage for participants in these activities is provided by the Chico Children's Museum. By registering for this program, I understand and agree that if a portion of the program is unable to be completed due to unforeseen circumstances under responsibility of the Chico Children's Museum, I will receive a prorated credit on my account for the uncompleted portion of the program. I also understand that no refunds or proration will be given for any other reason.

### Participant's Information:

Child's Full Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_

Guardian Name: \_\_\_\_\_ Phone number: \_\_\_\_\_

Guardian Email: \_\_\_\_\_

School: \_\_\_\_\_ Teacher's Name: \_\_\_\_\_

Date & Time of Field Trip: \_\_\_\_\_

Names of siblings (if applicable) attending: \_\_\_\_\_



## **CCM Chaperones**

### **What To Expect during a Public Field Trip**

Thank you for chaperoning your child's field trip to the Chico Children's Museum! We are excited to have you! You will be visiting the museum during a normal business hour day (open to the public). This means that we will have other visitors from the public playing in the space as well. To ensure proper supervision during your visit, your child's teacher should have assigned a group of children for you to watch during your time in the museum. Please ensure the children in your group stay together as you explore each exhibit.

#### **Museum Rules:**

- No food or drink in the museum (water is ok) - unless in our snack alley or with prior arranged reservation of our celebration room
- Walking feet at all times
- Please keep shoes on, unless directed by signage
- Please encourage children to tidy up before leaving each exhibit

The front half of the museum is sectioned into different dramatic play sections. We have a cafe, camping room, market, dentist office, vet clinic, spaceship, tree house, flower mart and an agriculture exhibit. As you head towards the back of the museum, we transition into more constructive play- featuring our nautical ship, sticker wall, chalkboard wall, lego wall, tumble area and a large sensory room.

Please be advised as some exhibits may have additional rules. Please remove shoes in the sensory room.

Please be cautious of other guests while playing within exhibits. Staff are present to reset exhibits as needed, but we encourage children to bring toys back to their original exhibits when they are done so other children get the opportunity to experience the space as intended.

In addition to our exhibits, we have Art in the Park, glow wall, scavenger hunts, and other fun activities spread throughout the museum. We encourage the grownups to be a part of the fun- Make an art project to take home, let us know if you find Sookie the sloth and grab a sticker/stamp! We want everyone to enjoy the space and the kids have more fun knowing the grownups want to play!



## **CCM Chaperones**

### **What To Expect during a Private Field Trip**

Thank you for chaperoning your child's field trip to the Chico Children's Museum! We are excited to have you! You will be visiting the museum as a large group as a private field trip. This means that your child's class will likely be here with other classes from their school. To ensure proper supervision during these visits, your child's teacher should have assigned you a specific location to supervise during the field trip. This works well and allows children the ability to move throughout the museum space however they would like, instead of in small groups.

#### **Museum Rules:**

- No food or drink in the museum (water is ok) - unless in our snack alley or with prior arranged reservation of our celebration room
- Walking feet at all times
- Please keep shoes on, unless directed by signage
- Please encourage children to tidy up before leaving each exhibit

The front half of the museum is sectioned into different dramatic play sections. We have a cafe, camping room, market, dentist office, vet clinic, spaceship, tree house, flower mart and an agriculture exhibit. As you head towards the back of the museum, we transition into more constructive play- featuring our nautical ship, sticker wall, chalkboard wall, lego wall, tumble area and a large sensory room.

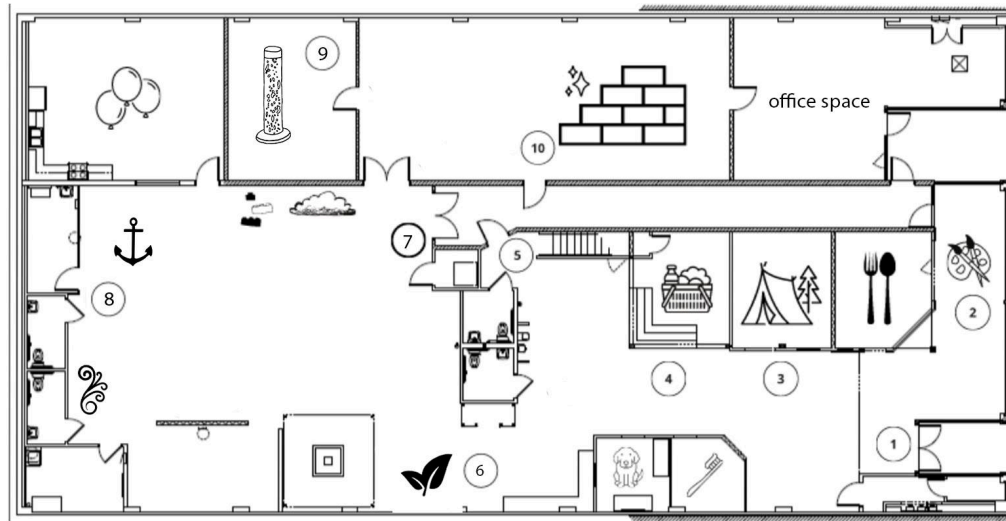
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Please see the Supervision Placement Guide for more information on your specific role.

# Supervision Placement Guide



1. **Front Door:** Supervises the main exit. A staff member may be at the front desk but will not be the one responsible to supervise this door.

2. **Art In The Park:** Helps out with the art activity for the day.

3-4. **Cafe, Camping, Market, Vet/Dentist Offices** (can be cut down to 2 people if needed): Supervises play in small room exhibits, ensures children are gentle with toys.

5. **Spacecraft** (Please note, this exhibit requires walking up & down stairs, crouching, & being in a more confined darker space): Supervises play in the spacecraft & treehouse upstairs. Ensures children are safely going down the slide, one at a time.

6. **Farm/Ag Area:** Supervises play in the farm/Ag area including being kind to the large play animals.

7. **Back Room, Emergency Exits:** Watches the emergency exit & supervises play in the back half of the museum (lego wall, sticker wall, chalkboard wall, tumble town, etc) with assistance from #9.

8. **Zephyr Wall/ Ship:** Assist with play in the zephyr wall, ensures children are using one scarf at a time, and removes stuck scarves (directions provided in the museum). Helps supervise play in the ship ensuring children are using the exhibit appropriately. This chaperone is supervising the back half of the museum along with chaperone #8.

9-10. **Dark/Sensory Room:** Supervises play in the dark room, making sure children are not building high structures, climbing or jumping off of high structures.

**Any extra:** chaperones will be asked to spread through the museum as needed- starting with one extra in the sensory room and one extra in the back half of the museum.

**CHILDREN'S MUSEUM**

