

Preparing for Your Visit to the Fitchburg Art Museum

Arrange for a Guided Tour for Your Class

The Museum needs at least 3 weeks advance notice to arrange a guided tour with a trained volunteer guide (docent). Focus on a particular topic of your choice, temporary exhibition, or the Museum's on-view collections. For student groups and an extra fee, hands-on studio art projects may complement your tour. To schedule a tour and learn about fees, contact the Director of School Programs at 978/345-4207 ext. 303.

Be sure to ask about:

- The Museum's policies on photographing and sketching in the galleries
- Where to eat a snack or lunch
- Where the bus should park

Arrange for Chaperones

- You will need at least one chaperone for every 10 students.
- Inform them about the focus of the trip, museum etiquette, and their role on the trip.

Check Out the Museum Before Your Visit

- Visit the Museum ahead of time on your own to decide which galleries in the Museum you would like to use. If you are not sure which galleries would best suit your purpose, call the Education Department (978/345-4207 ext. 302) and talk with an Educator who will help you.
- Locate the bathrooms and other amenities.

Prepare Your Students

Research shows that students learn more on a field trip if they are told the logistics of their trip ahead of time. Therefore, before they leave on the field trip discuss with them:

- What the purpose of their visit is, and what they can expect to see and do
- Whether or not they will be eating lunch or a snack, and when they will be taking breaks for the bathroom or the gift shop
- How long they will be staying

Review Museum Etiquette

- Discuss the role of art museums (to collect, preserve, exhibit, and educate).
- Remind them of the Museum's rules: No touching, the oils and salts on fingertips will damage the art; No running.
- Remind them to listen respectfully to others' responses to the artworks.