

## Looking to Learn

### GUIDELINES AND POLICIES - Please review prior to the first program session

**Student Expectations:** *Looking to Learn* is most successful when each student engages respectfully while observing, listening, and responding. We ask students to extend respect to peers, teachers and chaperones, as well as the artworks and gallery spaces that make our shared encounters possible. *Students should not be on their phones* unless directed by an educator.

**Teacher/Chaperone Expectations:** During each visit, classroom teachers and chaperones should join *Looking to Learn* teachers in cultivating an atmosphere of engaged group learning by modeling attentive participation and by actively monitoring student behavior. We ask that chaperones *avoid being on their phones* except when taking photographs or for necessary communication with other chaperones.

#### In the Galleries: Please review with your students prior to your visit

- Visitors must respect the artworks and gallery spaces by refraining from touching the art or touching or leaning against walls or pedestals. Please help protect an 18 inch “force field” around all artworks.
- Visitors should move in a safe, controlled manner when on Mass Art campus.
- Food and drink are not permitted in the galleries.
- Flash photography is not permitted in the galleries.
- Only pencils are used to write in the galleries. We will provide them.
- Students may be sitting on the floor at varying times during the visit. Please remind them to wear comfortable and appropriate clothing.

**Chaperones:** We require a minimum of *1 chaperone for every 10 students* during the gallery visit.

**Coats and Backpacks:** We provide group storage for coats during gallery visits. Please discourage students from bringing backpacks and valuables whenever possible. MassArt is not responsible for lost or stolen items.

**Photography:** Participants are usually welcome to photograph in the galleries, including photographing the artworks. If there is a change to that policy for a particular exhibition, we will let you know. If teachers photograph students during the classroom or gallery session, we would love to have photographs you are willing to share. *Looking to Learn* photographs students and their work for program documentation or marketing. Please notify us in advance if particular students should not be photographed.

**Mobility:** Please inform us in advance if members of your group have special mobility needs so we may plan accordingly, as we will be moving around the campus.

**Emergency:** In case of an emergency, notify Bakalar & Paine Galleries staff, who will in turn contact campus Public Safety.

**Wayfinding:** On your visit to Mass Art, enter through the Design and Media Center on Huntington Avenue. Gallery staff will meet you here. MassArt is accessible by public transportation (Green Line E Train, and the 39 and CT2 bus to the Longwood stop).

*\*I have read the above and agree to the terms and conditions listed.*

Date \_\_\_\_\_

Teacher's Name (print) \_\_\_\_\_

Teacher's Signature \_\_\_\_\_