



# Field Trip Information

Thank you for inquiring about a field trip to Discovery City Children's Museum!  
We would be honored to have your group join us!

## A few FAQs to help you get started:

1. Field trips must be booked with the museum director via email at: [dccm@discoverycityph.com](mailto:dccm@discoverycityph.com) at least two weeks in advance so that we may staff the museum accordingly.
2. All field trips will be limited to 2 hours at the museum.
3. Field trips for SINGLE classrooms (around 25 students) may be scheduled for any of the following times:  
Tuesday: 12pm-6pm    Wednesday: 9am-4pm    Thursday: 12pm-6pm  
  
Field trips for MULTIPLE classrooms (up to around 75 students) may be scheduled for any of the following times:  
Tuesdays or Thursdays between 9am-12pm
4. Your class will have private use of our "party room" which has an occupancy capacity of 25 people.
  - If your class is larger than 25 students, we recommend using the room for storing coats/personal belongings, and just having fun!!
  - If your class is smaller than 25 students, or you would like to split your class into two groups, feel free to use the room for snack breaks and quiet space for any child who may need a break.
5. All food and drink must stay in the party room. There is no food/drink on the museum floor.
6. We offer sensory bags for children needing extra support that includes noise-canceling headphones, a weighted vest, sunglasses, and small fidgets.
7. All children must have a signed waiver from the museum (that will be emailed to the teacher to be sent home with permission slips) before entering the museum.
8. Cost: \$5.00 per child, \$5.00 per chaperone. Teacher is FREE.
9. We recommend 1 chaperone for every 5 students.

Please do not hesitate to reach out to me ANY time with questions!

We are excited to make this a successful trip for your group!