

# Prepare for your visit

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*Welcome to Heritage Station!*

## **Create Groups**

- When you arrive please break your students into smaller (equal numbered) groups.
- Ensure each chaperone knows who and how many are in their group.
- Groups should line up outside the museum, a docent will come out to greet you.

## **Chaperones**

- Please bring 1 adult chaperone per 6 students.
- We ask that chaperones do the following during their visit
  - Always keep the assigned group together and stay with them from arrival to departure.
  - Assist groups with teacher/docent led activities and bring groups back to the whole class when asked.
  - Remind students not to touch, sit, or lean on cases, walls, and other displays or artifacts to help preserve the museum and its objects.
  - Remember that student questions and answers will be taken first.
  - Cell phone use should be limited to your camera feature, please no calls or texting while on tour.
  - Flash photography is not permitted, this can damage artifacts, our gallery environments are controlled for protection of the collections.

## **Lunch**

- Groups are welcome to bring their own lunch. Depending on weather it can be eaten in the classroom or out on the grass in the homestead area.
- All food should remain in the lunch areas, food is not allowed in the galleries.

## **Phones**

- Please silence your phones
- Students may use phones as cameras if their teacher has given permission. Please NO Flash.
- Students using their phone for other purposes will be asked to hand it to their chaperone.



## Heritage Adventure Tours

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### Museum Manners

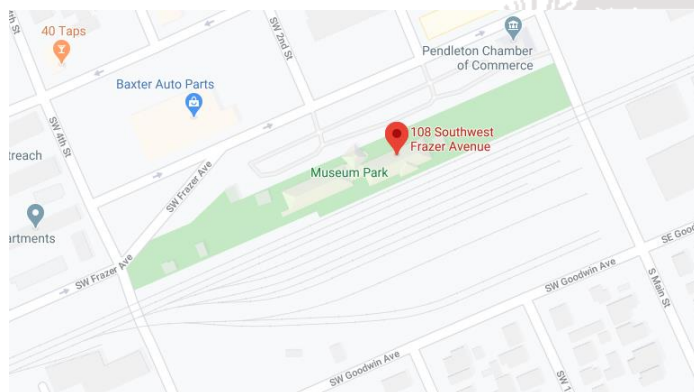
- Walk everywhere
- No drink, food, or gum allowed in the galleries
- Do not touch. Touching harms our collection, the oils in your hands and fingers can cause damage.
- If you plan to take notes please use a pencil and do not use the display cases or walls as a solid surface, clipboards are available for your use.
- Indoor voices
- Stay with your group
- Be respectful of other visitors
- Limit side conversations while the docent is speaking.

### Museum Store

- School Groups are welcome to shop at the discretion of their teacher.
- Students must be monitored by chaperones while in the store.
- Please alternate groups in the store to avoid overcrowding.
- We suggest \$5 for spending.

### Location

- Heritage Station is located at 108 S.W. Frazer Ave in downtown Pendleton
- Parking is free and easily accommodates buses and motorhomes.



### Contacts

For group tour information, questions, or other assistance contact Shannon 541-276-0012  
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