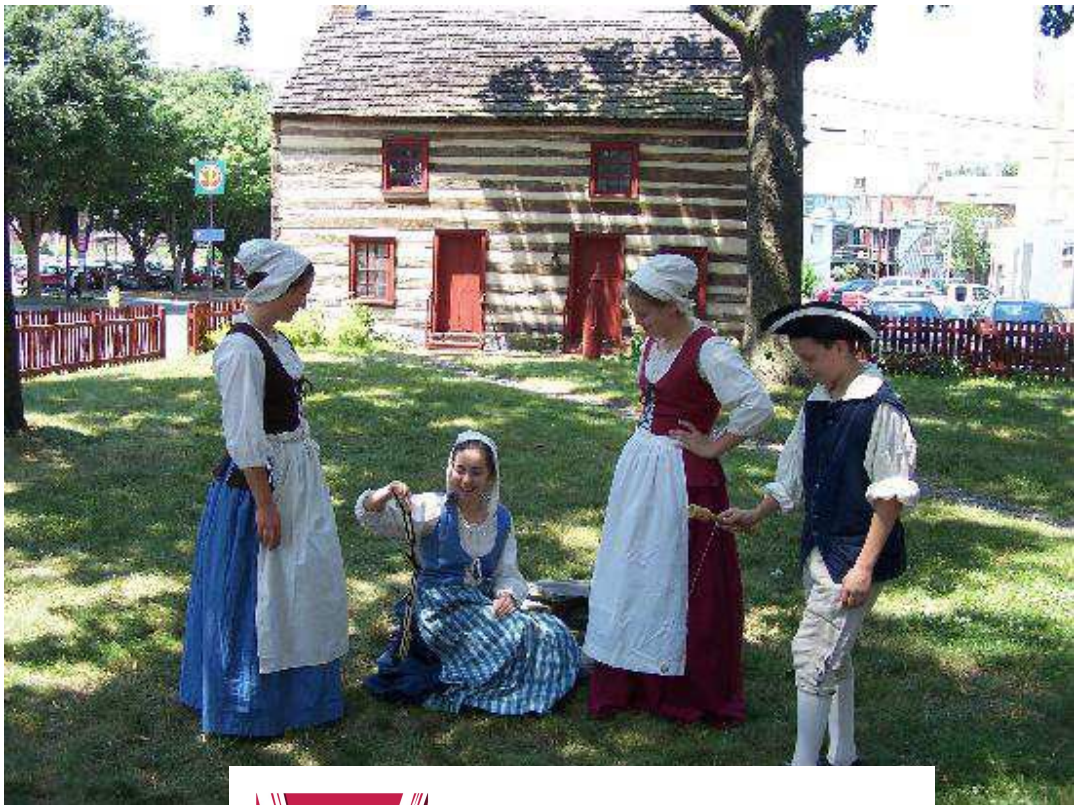


SCHOOL FIELD TRIP GUIDE



YORK COUNTY
HISTORY
— CENTER —

250 East Market Street
York, PA 17403 Phone:
717-848-1587
www.yorkhistorycenter.org

YORK COUNTY HISTORY CENTER

Mailing Address: 250 East Market Street
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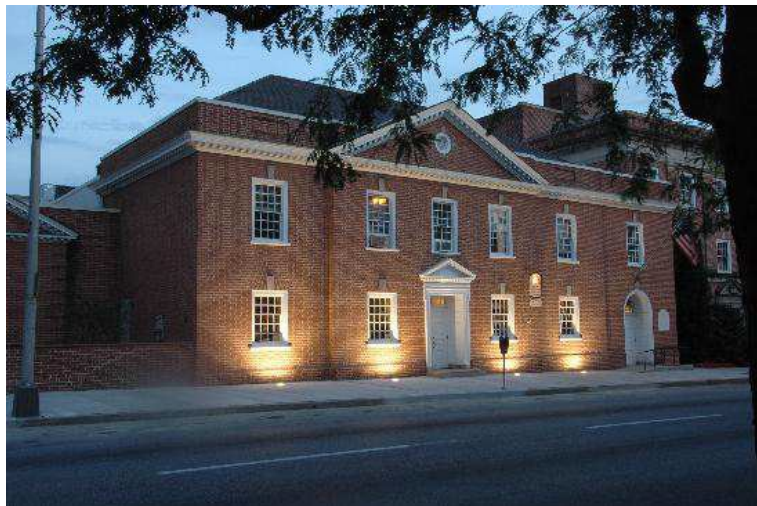
Fax: 717-812-1204

Website: www.yorkhistorycenter.org

Reservations: Education Department
717-848-1587, ext. 301
education@yorkhistorycenter.org

**TEACHERS ARE ALWAYS WELCOME TO VISIT ANY TRUST MUSEUM FOR FREE
TO PLAN A FIELD TRIP!**

We will make every effort to have a staff member meet with you to discuss your needs and plan your field trip. However, it is recommended that you make an appointment to meet with a member of our staff beforehand. If you arrive unannounced, they may not be able to meet with you. We thank you for your cooperation!



GENERAL INFORMATION

The York County History Center was formed in 1999 when the Historical Society of York County merged with the Agricultural & Industrial Museum of York County. Also incorporating the Bonham House, Colonial Complex, and the Fire Museum of York County, the History Center operates five museums throughout York City, with guided tours available for school groups of all ages and sizes.

OUR MUSEUMS

Historical Society Museum (250 East Market Street)
Agricultural & Industrial Museum (217 West Princess Street)
Colonial Complex (157 West Market Street)
Bonham House (152 East Market Street)
Fire Museum(757 West Market Street)

PUBLIC HOURS OF OPERATION

Historical Society Museum 10:00am - 4:00pm Tuesday through Saturday
Agricultural & Industrial Museum 10:00am - 4:00pm Tuesday through Saturday
Colonial Complex Daily guided tours at 10:00, 11:00, 1:00, 2:00, 3:00*
Bonham House Tours on Saturdays at 10:00, 11:00, 1:00, 2:00, 3:00*
Fire Museum 10:00am - 4:00pm on Saturdays

*Tour times subject to change.

GROUP TOUR ADMISSION RATES

\$ 6.00 Each student for up to 2 museums
\$ 7.00 Each student for 3 or more museums
FREE Teachers and Chaperones
FREE Educational Members (see page 9)

NOTE: *Group admission rates apply to groups made up of 10 or more students.*

GIFT SHOPS

The History Center has gift shops located at the Historical Society Museum, Colonial Complex, and Agricultural & Industrial Museum.

PARKING

Parking can be made available at all of the History Center's museums. A small parking lot as well as street parking is available at the Agricultural & Industrial Museum, which is in walking distance of the Colonial Complex. Parking may be reserved at the Historical Society Museum, which also allows access to the Bonham House. Parking is also available at the Fire Museum, near the entrance.

KNOW BEFORE YOU GO...

WHEN TO SCHEDULE A TRIP

The museums of the York County History Center are popular destinations for field trips. We are especially busy from March through early June, so be sure to schedule your visit in advance! To arrange your visit, please contact the Education Department at 717-848-1587, ext. 301.

GUIDED TOURS

Guided tours are available for all five York County History Center museums. Guides will escort you and your students through the museums, explaining exhibits and relating important pieces of York County's history. A guided tour of a History Center museum will take about an hour to complete.

HOW MUCH TIME SHOULD YOU ALLOW?

Guided tours of the History Center museums generally last about an hour each. Be sure to allow sufficient time in your tour schedule for traffic delays, checking in, rest room breaks, travel between museums, lunch, shopping, and travel back to school!

EATING LUNCH AT THE HISTORY CENTER

School groups are free to eat their lunches at the History Center, though we ask that you please inform us when scheduling your tour if you plan on doing so. The Agricultural & Industrial Museum has a cafeteria with plenty of space for students to sit and eat. Lunches should be brown-bagged and placed together in a large box with your school's name on it. Our staff will hold your lunches until your group is prepared to eat. We ask that all visitors place their garbage in the trash bins provided.

PHOTOGRAPHY

Visitors may take pictures inside all of our museums. However, to protect and preserve our artifacts, camera flash must be turned off.

STUDENT GROUP ADMISSION

\$6.00/student for up to 2 museums

\$7.00/student for 3 or more museums

PAYMENT

Payment for all group tours may be made by cash, check, or credit card (MasterCard, Visa, and Discover). Payment may be made at the Front Desk of the museum you're visiting or in advance.

HAVE AN EXACT COUNT OF STUDENTS IN YOUR GROUP

Please have the correct count of students in your group when you arrive at the History Center. It will speed up the check-in process greatly!

DIVIDING STUDENT GROUPS

We recommend that schools with a large number of students on a field trip be divided into smaller groups for touring the Museum. A group of approximately 20 (or less) students is usually a fairly manageable number.

The grid below shows a typical sequence for moving 50 students in two groups through two History Center museums: the Colonial Complex and the Agricultural & Industrial Museum. The bus will drop off each group at their starting museum, where they will tour for about an hour. They then gather at the Agricultural & Industrial Museum for lunch. Following lunch, the groups will switch.

Once divided, our 50-person tour group would look something like this:

| | MR. SMITH'S CLASS | MRS. JONES' CLASS |
|---------------|----------------------------------|----------------------------------|
| 10:30 - 11:30 | Agricultural & Industrial Museum | Colonial Complex |
| 11:45 - 12:15 | Lunch | Lunch |
| 12:30 - 1:30 | Colonial Complex | Agricultural & Industrial Museum |
| 1:45 | Depart Museum | Depart Museum |

Additional arrangements may be made for your students based on class sizes and arrival times. Please contact the History Center's Education Department at 717-848-1587 ext. 301 or by email at education@yorkhistorycenter.org for more information or to make arrangements.

INFORMATION FOR CHAPERONES

(If possible, chaperones should receive a copy of these instructions prior to arrival.)

We kindly ask for your assistance and cooperation in making this field trip a worthwhile educational experience for your students.

PLEASE KEEP YOUR GROUP TOGETHER

You should always keep the students in your section within your sight. Do not let students wander ahead of or behind your section.

LUNCH

If your school is eating lunch at the Agricultural & Industrial Museum, please bring your lunches in to the museum before you start your tour. Our staff will hold them until your group is ready to eat. Take your section to the designated dining area on the second floor at the time specified by your group leader.

ASK QUESTIONS!

Please feel free to ask any of our staff members or tour guides a question!

DEPARTURE

Please keep track of your group after your tour has concluded! Your group leader will provide you with directions and information as to where to meet and when you are leaving.

STUDENT REQUESTS (Chaperones are required and appreciated!)

Be considerate of other guests visiting the History Center. No loud talking, running, or jumping.

Stay within sight of your guide. Please do not wander ahead of or behind your section.

No food or drinks are allowed in the galleries (including gum!)

You may take pictures in our galleries, but your camera's flash must be turned off.

NOTE

For the safety of all, our museums (both inside and outside) are under video surveillance.

LOCATIONS OF OUR MUSEUMS

All of our museums are located near York's Continental Square. The map below gives you an idea of their locations in relation to each other. If you get lost, stop and telephone 717-848-1587 (find a "landmark" that you can describe to a History Center staff member; do not attempt to get directions while the bus is moving).



PARKING

HISTORICAL SOCIETY MUSEUM / BONHAM HOUSE

Parking will be reserved for your bus on East Market Street, directly in front of the Historical Society Museum. Look for a covered parking meter that reads "School Bus Parking Only." That is your spot. Students may then proceed into the Historical Society Museum, or walk to the Bonham House.

AGRICULTURAL & INDUSTRIAL MUSEUM

The bus may drop students off directly in front of the Agricultural & Industrial Museum on West Princess Street. A small parking lot with designated museum parking is located across the street.

COLONIAL COMPLEX

Busses may drop off students on North Pershing Street, between the Colonial Courthouse and the Golden Plough Tavern's backyard. If you're also visiting the Agricultural & Industrial Museum, your bus may park there and students may walk to the Colonial Complex.

FIRE MUSEUM

Parking is available behind the museum, along Carlisle Avenue/Rt. 74. Busses may drop off in front of the museum.

SCHOOL TOUR TICKET COUNT

Please print and have this form completed when you arrive at the Trust.
Make a copy for each section leader.

Date _____ Arrive at _____ Depart at _____

Museum(s) Visiting _____

Tour Leader _____ Grade(s) _____

Section 1 Number of Students ___ Number of Chaperones ___ Section Total _____

Section Leader _____ Lunch Time _____

Section 2 Number of Students ___ Number of Chaperones ___ Section Total _____

Section Leader _____ Lunch Time _____

Section 3 Number of Students ___ Number of Chaperones ___ Section Total _____

Section Leader _____ Lunch Time _____

Section 4 Number of Students ___ Number of Chaperones ___ Section Total _____

Section Leader _____ Lunch Time _____

Total Students

Total Chaperones

Group Total

Please rate the following aspects of your visit (1 being lowest and 5 being the highest).

| | | | | | |
|-----------------------------------|---|---|---|---|---|
| Tour presentations by staff | | | | | |
| Provided historical information | 1 | 2 | 3 | 4 | 5 |
| Presented in interesting manner | 1 | 2 | 3 | 4 | 5 |
| Engaged your students | 1 | 2 | 3 | 4 | 5 |
| Met your educational expectations | 1 | 2 | 3 | 4 | 5 |
| History Center exhibits | | | | | |
| coverage of a variety of topics | 1 | 2 | 3 | 4 | 5 |
| Held interest of students | 1 | 2 | 3 | 4 | 5 |
| Met your educational expectations | 1 | 2 | 3 | 4 | 5 |

History Center staff efficiency and courtesy 1 2 3 4 5
Comments:

Please return to:

York County History Center
ATTN.: Education Department 250 E. Market Street
York, PA 17103

Thank you for visiting!