



# de Young Museum

## 2009-2010 School Tour Reservation Form: K-12

Fall Reservations (Oct-Dec) begin Aug 1<sup>st</sup>, Winter Reservations (Jan-March) begin Oct 1<sup>st</sup>, Spring Reservations (April-May) begin Jan 1<sup>st</sup>  
**School Groups are not scheduled on the following dates: 1<sup>st</sup> Tuesday of every month, April 19-24, or May 11-14.**  
 Tut Tickets may be purchased by contacting TutGroups@famsf.org, by calling 415.750.3620.

### Guided Visits/Docent Tours

- Guided tours are offered Oct 6, 2009-May 28, 2010.
- Grade-specific 1<sup>st</sup> – 8<sup>th</sup> grd. *Get Smart with Art @ the de Young* tours include a 40-minute docent tour and a 45-minute studio activity. Suggested tour themes are listed below. Please note: 6<sup>th</sup> grd. Curriculum and tour focuses on the Ancient Western Civilization at the Legion of Honor.  
**Please note new days and times for 09-10:**  
 1<sup>st</sup> – 3<sup>rd</sup> grd. Tours available on **Tuesday** at 9:45, 10:00, 10:15, 10:30 and on **Wednesday** at 9:45 and 10:00.  
 4<sup>th</sup> – 8<sup>th</sup> grd. Tours available **Wednesday** at 10:15 and 10:30 and on **Friday** at 9:45, 10:00, 10:15, and 10:30.
- 50-minute docent tours **without** a studio activity are available at 10:45. These tours are appropriate for grades 4<sup>th</sup>-12<sup>th</sup> and support the *Get Smart with Art @ the de Young* curriculum.
- Docent-led tours require a minimum of **8 weeks** advance notice, space permitting. Please note each docent tour **accommodates 1 class**.
- All docent led tours require a \$50 dollar deposit for each reservation.** Please make checks payable to COFAM. The deposit will be returned upon the class's arrival at the museum. The deposit will be forfeited if a cancellation is made less than 3 weeks in advance.
- If you are requesting a guided tour on behalf of your classroom teacher please provide your contact information in the space provided below. Teacher contact information is essential to ensure that the tour appropriately meets the needs of the class.

### Independent/Self-Guided Viewing

#### Admission Fee Waiver

Obtain free admission to the de Young, providing students the opportunity to enjoy the galleries under the supervision of you and your chaperones.

- Admission fee waiver requests must be submitted with a months advance notice. For example, if you plan to visit on March 13<sup>th</sup> you must submit your request no later than February 13<sup>th</sup>, space permitting. **A months notice is strictly followed.**
- Independent Viewing reservations are available **T, W, F starting at 12 pm and Th. Starting at 10 am .**
- Any group larger than 40 students must submit lesson plans with their reservation form.** Grade specific lesson plans corresponding to the state standards in visual arts, language arts, and social studies are available on request.

#### Audio Tours

- The de Young audio tour offers interpretations of a variety of works in the collection and provide an excellent alternative to docent tours.
- Reservations should be made **a month** in advance, space permitting.
- The children's tour is appropriate for grades 1-6; and the adult tour for grades 7 and up.
- Audio tours cost \$6 per person, or students may share players at a cost of \$3 per student. Complimentary audio tours are provided for the required number of chaperones: 1 adult to every 10 students. A photo ID will be held per chaperone while audio tour equipment is being rented.
- Reserve your audio tour by enclosing a check with your reservation form. Make check payable to **COFAM**.

#### Questions?

Call: 415. 750. 2603  
 Fax: 415. 750. 2677  
 Email: schooltours@famsf.org

### General Reservation Guidelines

- Requests will be processed in the order received.
- Please use one reservation form for each class. This form may be copied. Keep a copy for your records.
- 1 adult chaperone is required for every 10 students.
- Tickets are sent for anyone over 12 yrs of age-make sure you request the appropriate quantity, additional tickets will not be sent.

Send the completed reservation form with check (if requesting a docent led or audio tour) to: School Tours, de Young Museum, Golden Gate Park, 50 Hagiwara Tea Garden Drive, San Francisco, CA 94118.

**Please fill out this form completely.**

Today's Date: \_\_\_\_\_ Teacher's Name: \_\_\_\_\_

School Name: \_\_\_\_\_ Grade: \_\_\_\_\_ # Students: \_\_\_\_\_ # Adults: \_\_\_\_\_

School Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

School Phone: \_\_\_\_\_ School Fax: \_\_\_\_\_

Home Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

<p><b>Group Contact/If Not Teacher:</b></p> <p>Name: _____</p> <p>Phone: _____</p> <p>Email: _____</p>
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Do your students have any special needs? Please describe: \_\_\_\_\_

#### I would like a:

#### Docent Led-Tour, circle preference:

- 1<sup>st</sup> – 3<sup>rd</sup> — Learning to Look
- 4<sup>th</sup> — California History
- 5<sup>th</sup> — Colonial History
- 7<sup>th</sup> — Art of Africa & Mesoamerica
- 8<sup>th</sup> – 19<sup>th</sup> Century US History
- 9<sup>th</sup> – 12<sup>th</sup> — Site in Sight
- Temporary Exhibition: \_\_\_\_\_

#### Audio Tour:

- \_\_\_\_\_ Individual Players
- \_\_\_\_\_ Shared Players

#### Independent Viewing:

- \_\_\_\_\_ Admission Fee Waiver
- \_\_\_\_\_ Please send the appropriate curriculum for my grade level.

#### Preferred Dates/Times:

1<sup>st</sup> choice, date: \_\_\_\_\_ time: \_\_\_\_\_ 2<sup>nd</sup> choice, date: \_\_\_\_\_ time: \_\_\_\_\_ 3<sup>rd</sup> choice, date: \_\_\_\_\_ time: \_\_\_\_\_  
 4<sup>th</sup> choice, date: \_\_\_\_\_ time: \_\_\_\_\_ 5<sup>th</sup> choice, date: \_\_\_\_\_ time: \_\_\_\_\_ 6<sup>th</sup> choice, date: \_\_\_\_\_ time: \_\_\_\_\_  
 7<sup>th</sup> choice, date: \_\_\_\_\_ time: \_\_\_\_\_ 8<sup>th</sup> choice, date: \_\_\_\_\_ time: \_\_\_\_\_ 9<sup>th</sup> choice, date: \_\_\_\_\_ time: \_\_\_\_\_

If all tour with art activity times are booked, would you like a tour only slot?

Yes  No