

KOHL CHILDREN'S MUSEUM™

Field Trips &
Educator Training
2019

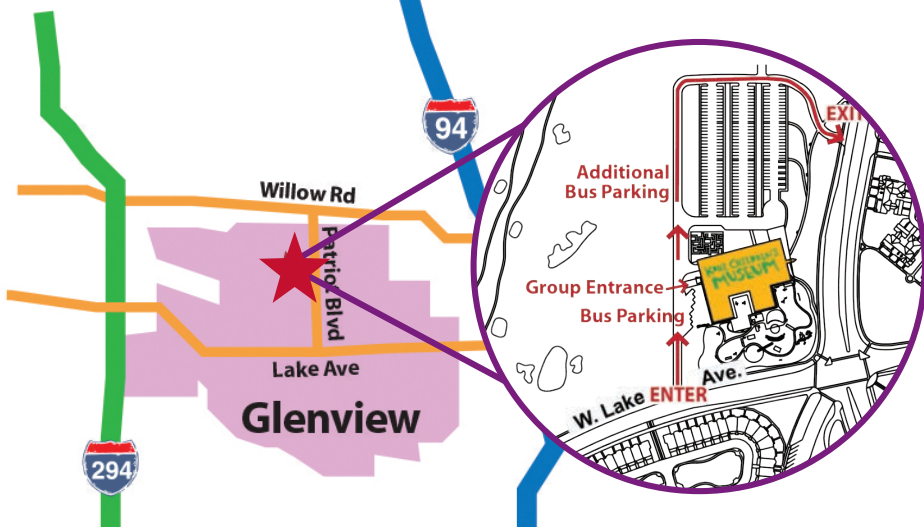
THE PLACE WHERE AWESOME LIVES



**A LOVE OF LEARNING
STARTS EARLY**

KOHL CHILDREN'S MUSEUM OF GREATER CHICAGO
2100 Patriot Blvd. Glenview, IL | kcmgc.org | 847.832.6600





OUR LOCATION

2100 Patriot Blvd, Glenview, IL 60026 • (847) 832-6600 • kcmgc.org

Kohl Children's Museum is located at the intersection of Patriot Boulevard and West Lake Avenue on The Glen in Glenview, between Willow Road and Lake Avenue, and between routes I-94 and I-294.

Bus Driving Directions

From 294: Take Willow Road exit heading east for 2½ miles, then turn right onto Patriot Boulevard. Turn right onto West Lake Avenue.

From 94 northbound: Take Lake Avenue West exit heading west for 3 miles, then turn right onto Patriot Boulevard. Turn left onto West Lake Avenue.

From 94 southbound: Take Skokie Road exit, turn immediately right at Lake Avenue, head west for 3 miles, then turn right onto Patriot Boulevard. Turn left onto West Lake Avenue.

Bus or Van Entrance/Parking

Please inform your bus drivers of the Museum's bus-only entrance on West Lake Avenue. All field trips should use this entrance rather than the public entrance for safety reasons.

After turning on West Lake Avenue from Patriot Boulevard, turn right (north) into the first driveway. The first bank of parking spaces on the right is reserved for bus parking. **If all spaces are full, please unload your students at the Group Welcome Center entrance** and then pull forward and park along the outer driveway.

When exiting, please have the bus driver use the outer driveway around the main parking lot and exit onto Patriot Boulevard.

Group Entrance/Group Welcome Center

School groups will enter the Museum through the Group Welcome Center that is located by the bus parking area.



Our Vision

We will be an essential leader in providing playful experiences that inspire every child.

Our Mission

We are a place that provides experiences and memories to build a foundation for a lifetime of learning.

Universal Design

Kohl Children's Museum has created a facility and exhibits that are inclusive for guests with any level of physical, visual, auditory, or cognitive ability. Built with the principles of universal design, which far surpasses the requirements of the Americans with Disabilities Act, the Museum is exceptionally friendly to guests with varying abilities.



OUR EXHIBITS

Adventures in Art

Get involved in our hands-on programs! This exhibit encourages children to be creative using unique tools and art media, including painting, weaving, recycled art, and clay sculpture.

Underwritten by the Daniel F. and Ada L. Rice Foundation

All About Me

What makes children unique? Find out in this exhibit where visitors paint their faces, record and play back their voices, and find out how many milk jugs they weigh.

City on the Move

Explore concepts such as simple machines, place value, time, magnetism, energy, gravity, and rail safety on a whimsical trip through the city of Chicago.

Underwritten by ComEd, An Exelon Company, and Union Pacific

Cooperation Station

Children team up to make giant windsocks graze the ceiling, fill a basket with balls and watch them pop, talk to friends on video phones, or make music through manipulating a rolling ball sculpture.

Habitat Park

The great outdoors opens up to Museum visitors in our 2-acre nature park. Explore unique climbing structures, a grass maze, water painting wall, a sensory garden, and an interactive sculpture trail.

Underwritten by the Diana M. and Bruce V. Rauner Family. Sculpture Trail given by the Shaw Family in memory of Charles H. Shaw. Additional support provided by the Public Museum Capital Grants Program, Illinois Department of Natural Resources, Illinois State Museum; the Institute of Museum and Library Services; the Souder Family Foundation; Anonymous; Tom and Louise Flickinger & the Edward E. and Marie L. Matthews Foundation; and the Illinois Clean Energy Community Foundation.

Hands On House

Choose siding, carpeting, tiles, and wallpaper to decorate the house. Use simple machines like wheels and pulleys to make tasks easier.

Nature Explorers

Children dig through play dirt to discover specimens of spiders, ants, and pillbugs; explore a fantasy forest and dress up as animals; and investigate animal characteristics, habitats and camouflage.

Underwritten by William and Mary Lane

Powered by Nature

Here children explore the concepts behind renewable energy using the wind and sunshine. By building and testing windmills, sailboats and conduct experiments with magnifying glasses and mirrors.

Underwritten by Allstate, with additional support from ComEd, an Exelon Company; HSBC Bank, USA; the Illinois Clean Energy Community Foundation; The Public Museum Capital Grants program, Illinois Department of Natural Resources, and the Illinois Department of Commerce and Economic Opportunity

Ravinia Festival Music Makers

Experience rhythm, vibration, tension, composition, melody, harmony and movement in this unique REACH*TEACH*PLAY activity center from the country's oldest music festival, nearby Ravinia.

Turtle Rock

Our newest permanent live animal display features a selection of turtles native to Illinois. In this partnership with Shedd Aquarium, use your observation skills to discover how turtles move, swim, eat, and interact with each other.

Underwritten by Kendra and Thys Wallace and Family

Water Works

Explore the properties of water, air, and gravity through manipulating machines including an Archimedes Screw, bubble tank, and air pump. Discover how water is used for energy and transportation, and even make music with water!

Robert R. McCormick Foundation Main Street

In this child-sized town, children can try on dozens of adult roles in each of the specialized shops and community centers while learning academic concepts.

Baby Nursery

Play lullabies, change diapers, feed babies, and monitor their health in this pediatrician office/nursery.

Underwritten by Advocate Children's Hospital

Pet Vet

Care for, groom, and play with stuffed animals. Real x-rays of various animals let children diagnose problems and mend them on the operating table. Try out our pet obstacle course!

Underwritten by the John S. and Norma W. Darling Foundation

Play Café

Children answer the phone and take orders, work the cash register, make sandwiches and milkshakes, and serve guests in this realistic restaurant environment.

Sheridan's Books & Crannies

Discover the magic of reading at this play bookstore! Choose a book to look at in a reading nook, or act out a story on our performance stage.

Underwritten by the Souder Family Foundation

SpotHero Car Garage

Check your car into the garage, fix a pretend engine, and build a unique car to try on the test tracks. Manipulate and walk through the kid car wash, complete with sound effects, rollers, and blow-dry air nozzles.

Whole Foods Market

Role-play a baker, cashier, deli worker, stocker, or just be a shopper in this lifelike grocery store.

TRAVELING EXHIBIT



*Underwritten by
WINTRUST*

Jan 29 – Jun 30, 2019

Blocks are classic timeless toys. Put a new spin on an old favorite by letting exploring different and unusual types of building blocks in a single space.



PLANNING YOUR FIELD TRIP

Self-Guided Field Trips

These trips encourage children to explore the Museum at their own pace. All Museum exhibits include elements appropriate for the developmental needs of children up to age 8.

Minimum group size is 10.

Fee: \$7 per child²

Self-Guided Field Trips include:

- A 15-minute orientation
- One and a half hours to explore the interactive, hands-on exhibits¹
- Option for utilizing a lunch room for 1/2 hour (lunch rooms must be reserved in advance)

Focused Field Trips

Our Focused Field Trips provide hands-on learning experiences that expand on concepts integrated into the Museum exhibits. These are designed to meet the developmental needs of young children up to age 8. An option for Spanish instruction is available upon request.

Minimum group size is 16.

Fee: \$10 per child²

Focused Field Trips include:

- A 15-minute orientation
- A 45-minute guided workshop conducted by a Museum Educator
- 45 minutes of Museum exploration¹
- Pre- and post-visit extension materials
- Option for utilizing a lunch room for 1/2 hour (lunch rooms must be reserved in advance)

¹ Longer field trips can be arranged for an additional charge with prior approval; call (847) 832-6923 for information.

² Field trip fees are applied to all children, including Museum members.





WE'LL BRING THE MUSEUM TO YOU

In-School Museum Experiences

Kohl Children's Museum can bring a field trip experience to your school, center, or home! A Museum educator will conduct any of our focused field trips at your site.

Maximum class size is 25.

Fee:

- \$250 (within 10 miles)³
- \$275 (10-20 miles)³
- \$300 (20-25 miles)³

Second Session:

\$200(same day and location)

In-School Museum Experiences include:

- A 45-minute guided interactive workshop presented by a Museum educator
- All supplies and supporting materials for the workshop
- Pre- and post-visit extension materials

³ All distances are calculated from the Museum. Locations over 25 miles away will be considered on a case by case basis.

Scholarships

A limited number of field trip scholarships are available to classrooms or child care centers designated by the Museum as a school or center of need.

Visit www.kcmgc.org/scholarships for an application.

Teacher Preview

Interested in seeing if the Museum is right for your classroom? Bring a valid ID identifying you as an Early Childhood Educator to receive a complimentary admission.

FIELD TRIP GUIDELINES

Registration

Advance registration is required for all groups of 10 or more. Registration is accepted via several easy options:

BY MAIL

Mail the registration form with a check.

BY FAX

Fax the registration form with a credit card number and with authorization to charge the credit card for the cost of the field trip to (847) 724-6469.

Call **(847) 832-6923** with any questions related to your registration.

You may also mail or fax a registration form to hold a date with a credit card and make payment for the field trip by the day of the trip. This process requires an authorization with the credit card number that if payment is not received, or if the trip is cancelled less than 30 days prior to the date reserved, the credit card will be billed according to our cancellation policy below.

- **Field trips are confirmed and processed after we have received your completed registration form and payment guarantee.**
- Date requests are processed and assigned in the order that payment is received.
- **Checks and money orders should be made payable to Kohl Children's Museum.**
- Confirmation letters and information packets will be emailed when registration is complete.
- The Museum has limited field trip slots and space, and therefore **we CANNOT offer refunds or balance due adjustments for absent children.** You may bring up to 5 children more than the number you reserved, and pay for them on the day of your trip.

Special Needs

Field trips and programs are available that accommodate children with special needs. Please let us know at the time of booking if your group has any children with special needs.

Lunch Facilities

Lunch facilities for sack lunches are **free** of charge; however, due to limited space, they **must be reserved** in advance (1/2 hour maximum allotted time). Cosi® Kid's brown bag lunches, or sandwiches, salads, and flatbread pizzas may be purchased in advance from Cosi® Café on site at the Museum and delivered to your lunch room. Call Cosi® at (847) 832-6926 for more information.



During Your Visit

- If groups arrive early, field trip times will be adjusted to end 1 1/2 hours from their actual arrival time.
- If groups arrive late, the field trip time may have to be abbreviated due to scheduling considerations. Please arrive on time to experience all we have prepared for you.
- If groups arrive before or after their scheduled time, there may be a short wait for orientation while other groups are oriented.

Cancellation and Change Policy

Because the Museum is in high demand for visiting groups, we must limit the number of groups scheduled on any given day. Therefore, if your plans change, we ask that you cancel, reschedule, or change the number of children in your group well in advance of your visit.

Refunds or reductions in amount due will be awarded for field trip cancellations or changes in attendance numbers based upon when the Museum is notified:

More than 30 days in advance: Full refund

Less than 30 days in advance: No refund

Adult Chaperones

- **A minimum of 1 adult (age 16 or older) for every 5 children is required.**
- 1 adult is free for every 3 children.
- **Additional adults will be charged \$7 each.**


Focused Field Trips

Kohl Children's Museum's Focused Field Trips expand on concepts integrated in the Museum exhibit environments and include pre- and post-visit extension materials. All workshops are aligned with Common Core Standards (CCSS) Illinois Early Learning and Development Standards (IELDS) and Next Generation Science Standards (NGSS). Remember, all workshops can be brought to your classroom through our **In-School Museum Experiences!**

DID YOU KNOW?

STEAM-related content
(Science, Technology,
Engineering, Arts,
and Math)

is incorporated into virtually
all of our Focused Field Trips.

WORKSHOP TITLE	MAIN FOCUS	ADD'L FOCUS	PK	K	1	2	3
Animal Adaptations			•	•	•	•	•
Animals As Architects			•	•	•	•	•
Artistic Expressions			•*	•	•	•	•
Build It!			•	•	•		
Energy Around Us			•	•	•	•	•
Gardeners Get Growing!			•	•	•	•	•
H ₂ O Art			•	•	•		
Measuring Our World!			•	•			
Re-Use It			•	•	•	•	•
Scientific Experimenters			•	•	•	•	•
Sensational Senses			•	•	•		
Simple Machines					•	•	•
Vibration Explorations			•	•	•	•	•
Water Investigations			•*	•	•	•	•



Music



Science



Art



Language
Arts



Math

Animal Adaptations

Discover how animals adapt to their environment through exploring birds, insects, invertebrates and mammals.

- Investigate and identify physical features that help animals survive.
- Observe and explore the survival features and behaviors of worms.
- Compare and contrast how animals and humans adapt to the environment.

Grades: PK, K 1, 2, 3

Meets IELDS: 11, 12

Meets CCSS: CC.K-12.SL.3

Meets NGSS: K-L S1-1

Animals as Architects

Explore, compare, contrast and construct human homes/shelters versus animal homes/ shelters

- Compare animal shelters with human shelters.
- Explore bird's nests and a model home through observational drawings and discussion.
- Create an orb containing materials in which birds would use to build a nest.
- Children will build structures using varying materials.
- Children will identify 2-Dimensional and 3-Dimensional shapes regardless of size and orientation.

Grades: PK, K, 1, 2, 3

Meets IELDS: 2, 11, 12

Meets CCSS: SL.K.1, R.10

Meets NGSS: 2-L, S4-1, 1-LS1-1

Artistic Expressions

Artwork by Alexander Calder, Frida Kahlo, and Augusta Savage will inspire students as they experiment with a variety of materials to create two-and three-dimensional works.

- Experiment with a variety of materials to build an understanding of the difference between two- and three-dimensional art.
- Explore how clay and other unusual objects can be used as art
- Create art based on observation and imagination.
- View and discuss artworks based on visual narrative elements.

Grades: PK, K 1, 2, 3

Meets IELDS: 25, 26, 30

Meets CCSS: RL.K.10 , M.C.K.G.A.3, M.C.K.G.B.5

Meets NCSS:

VA: Cn11.1.1, VA: Cr2.1.K,

VA: Re8.1.K



Artistic Expressions Jr. *(age 2-3 years)*

The works of artists **Tara Donovan, Maya Hayuk and Gustav Klimt** will inspire students as they explore color, pattern, and shape through a variety of materials.

- Experiment with a variety of materials to build an understanding of the difference between two- and three-dimensional art.
- Explore how clay and other unusual objects can be used as art media.
- Work individually and collaboratively to create artworks.
- Look at and discuss artworks based on visual narrative elements.

Grades: Toddler

Meets IELDS: 4, 25, 26

Aligns to CCSS: RL.K.10, M.C.K.G.A.3, M.C.K.G.A.5

Meets NCSS:

VA: Cn11.1PK

Build It!

Experiment and test the wind-resistance of building materials.

- Relate lessons learned from a story to real life.
- Compare and contrast a variety of building materials.
- Plan, build and test structures to withstand a strong gust of air.
- Record and discuss the test results.

Grades: PK, K, 1

Meets IELDS: 2, 11

Meets CCSS: W.CCR.8, MP.1, MP.4

Meets NGSS: K-2-ETS1-1, K-2-ETS-3





Energy Around Us

Discover how wind can be used as energy sources through experimentation.

- Explore how wind can be harnessed to move objects.
- Compare and contrast the impact of wind on various materials.
- Design, create and test wind sculptures.

Grades: PK, K, 1, 2, 3

Meets IELDS: 10, 11

Meets CCSS: RL.K.10, CCRA.SL.1, K.MD.A.1

Meets NGSS: 2-P, S1-2, 4-P, S3-4, 4-P, S3-2, K-PS2-1, K-PS2-2

Gardeners Get Growing!

Understanding how food, health and the environment are connected

- Identify a variety of vegetables and their various uses
- Understand how vegetables help support the functions of different body parts
- Differentiate types of gardening found in communities
- Understand how compost provides a good source of nutrients to growing plants

Grades: PK, K, 1

Meets IELDS: 12, 22

Meets CCSS: WK.8, L2.5.A, KMD.A.1

Meets NGSS: K-ESS3-3, 2-LS2-1

Measure Our World!

All measurement involves comparison. To be accurate, measurement must be "fair"

- Use comparisons to explore measurement.
- Learn how to make "fair" comparisons by using a variety of materials
- Identify attributes to make comparisons.

Grades: PK, K

Meets IELDS: 7, 21

Meets CCSS: K.MD.A.1, K.MD.A.2, K.MD.B.3

Meets NGSS: K-2-ETS1 1

Re-Use It

Explore methods to reduce and reuse garbage.

- Discover how children can help reduce garbage.
- Sort and chart objects that can be reused and recycled.
- Analyze methods of how to reuse recyclable items.
- Discover how worms help reduce waste through composting.

Grades: PK, K, 1, 2, 3

Meets IELDS: 12, 25

Meets CCSS: SL.K.1, SL.K.10

Meets NGSS: K-ESS3-3,
K-2-ETS1-1

Scientific Experimenters

Experiment with tools scientists and other people use to make tasks easier.

- Make and test hypotheses.
- Collect, describe, and record information.
- Gain an understanding that scientists use science tools and technology to accomplish certain tasks.

Grades: PK, K, 1, 2, 3

Meets IELDS: 2, 7, 10, 13

Meets CCSS: MP.2,
MP.4, MP.6

Meets NGSS: K-PS2,
2-PS1, K-2-ETS1

Sensational Senses

Discover how the five senses help people learn about the world.

- Identify objects using tactile discrimination.
- Explore sweet and sour tastes.
- Utilize visual discrimination to explore color change and mixing.
- Compare and match the sound of different objects.
- Distinguish and identify various scents.

Grades: PK, K, 1

Meets IELDS: 11, 12, 26

Meets CCSS: SL.K.1,
SL.K.2, RL.K.10

Meets NGSS: PS4-1, PS4-4,
PS1-1

Simple Machines

Discover how simple machines work to make our everyday lives easier.

- Compare, contrast and test the effectiveness of simple machines.
- Identify different types of simple machines.
- Explore force and motion through manipulating wheels, levers and other simple machines.
- Understand and explain how the mechanics of simple machines work.

Grades: 1, 2, 3

Meets IELDS: 10, 11

Meets CCSS: SL.K-2.1

Meets NGSS: K-PS2, 2-PS1,
K-2-ETS1

Vibration Explorations

Explore, design, build and test musical instruments to discover how sound is created through vibration.

- Experience vibration by observing, touching, and listening to a variety of instruments.
- Plan and construct a vibrating instrument.
- Test the instrument's effectiveness to vibrate.
- Describe how the instrument produces sound through vibration.

Grades: PK, K, 1, 2, 3

Meets IELDS: 11, 12, 25, 31

Meets CCSS: SL.1, RL.K.1,
RL.K.10

Meets NGSS: 1-PS4,
1-PS4-1

Water Investigations

Investigate various tools and methods to move water.

- Test materials and methods to move water by comparing and contrasting various tools including pipettes, hands and sponges.
- Graph and chart results.
- Plan, construct and test a pipeline to move water from one location to another.
- Learn about the flow of water by molding sand to create streams, rivers and dams.

Grades: PK, K, 1, 2, 3

Meets IELDS: 1, 6, 11, 13, 25

Meets CCSS: RL.K.1, RL.K.10

Meets NGSS: 2-PS1-2,
2-PS1-3, 2-ESS2-2, K-2-
ETS1-1, K-2-ETS1-2, K-2-
ETS1-3, 3-5-ETS1-3

Water Investigations Jr. *(age 2-3 years)*

Investigate various tools and methods to move water.

- Test materials and methods to move water by comparing and contrasting various tools.
- Plan, construct and test a pipeline to move water from one location to another.
- Experiment with primary colors by mixing them to make new ones and describing them.

Grades: Toddler

Meets IELDS: 1, 6, 11, 13, 25

Meets NGSS: 2-PS1-2,
2-PS1-3, 2-ESS2-2,
K-2-ETS1-1, K-2-ETS1-2,
K-2-ETS1-3, 3-5-ETS1-3



PROFESSIONAL DEVELOPMENT

The Museum's professional development program is designed for teachers, caregivers, parents, and other adults who interact with children ages birth through 8. These are offered both on-site and at the Museum.

Each in-service topic is aligned with Common Core Standards, Illinois Early Learning and Development Standards and NAEYC Early Learning Standards. All involve hands-on exploration and small and whole group discussion.

Continuing education credit is available.

Algebraic Thinking with Sets and Patterns: Develop a foundational understanding of what it means to join, separate, compare and equalize sets to ensure that young children acquire a basic understanding of sets, a key early math concept.

Art and Nature with Young Children: Art and nature go hand in hand. This workshop will provide a variety of hands-on art activities that incorporate science, literacy and art for young children inspired by nature.

Curious Questions, Expanding Children's Learning: Learn to facilitate open-ended questions that encourages critical thinking and deepens young children's thoughts. (*English and Spanish*)





Encouraging Young Artists through

Process Art: Discover how Process Art engages children in exploring concepts such as color, shape, line, value, size and composition.

Growing Up Wild: Provides an early foundation for children developing positive impressions about the natural world and lifelong social and academic skills. This is the national program created by the Council for Environmental Education (CEE).

Introduction to the Project Approach:

This is an introduction and overview of the Project Approach. Learn about the structure of the Project Approach, choosing the best topic, involving parents in site visits and use of experts during project work.

Mathematizing with Measurement:

Discover how children come to understand the measurement principles through hands-on activities exploring the use of measurement as a tool for mathematical thinking.

Tools We Use: Discover ways to create a strong framework for science learning by using everyday items as tools for scientific and mathematic exploration.

The Value of Play in Children's

Learning: Learn how to create an environment that encourages discovery and exploration for young children.

Why Document Children's Work?

Learn how to document children's work that represents their development, informs teaching, and enables others to see where learning is occurring in the classroom.

For more information and for pricing, please contact our Manager of Education at (847) 832-6873

Additional training topics can be customized to meet your program's needs.



FIELD TRIP REGISTRATION FORM

Contact Information

PRIMARY CONTACT (ON SITE)	POSITION
SCHOOL OR ORGANIZATION	
ADDRESS	CITY/STATE/ZIP
DAYTIME PHONE	E-MAIL
NAME OF PERSON FILLING OUT THIS FORM <i>(if different from above)</i>	

TIME <input type="radio"/> 9:45–11:15 a.m. <input type="radio"/> 10–11:30 a.m. <input type="radio"/> 10:45 a.m.–12:15 p.m. <input type="radio"/> 11 a.m.–12:30 p.m. <input type="radio"/> 1:30–3 p.m. <input type="radio"/> Other _____		Please Note: Educators require 30-45 minutes to set up. Room needs to be available during this time.	
		AGE OF CHILDREN <input type="radio"/> 2- 3 <input type="radio"/> 3-4 <input type="radio"/> 5-6 <input type="radio"/> 7-8	
DATE (FIRST CHOICE)		(SECOND CHOICE)	
WORKSHOP TOPIC (FIRST CHOICE)			
(SECOND CHOICE)			
SPECIAL REQUESTS/ADDITIONAL INFO (ie: Spanish Speaking Educator, Special Needs)			

LOCATION WHERE EDUCATORS CAN UNLOAD SUPPLIES:
LOCATION WHERE EDUCATORS CAN PARK:
ENTRY LOCATION:
WHERE WILL THE EXPERIENCE TAKE PLACE? (ie: classroom, gym, ...)
RESOURCES IN WORKSHOP LOCATION: <i>Please check all available</i> <input checked="" type="radio"/> Tables, Qty_____ <input type="radio"/> Outlets, Qty_____ <input type="radio"/> Water Source, Qty_____

NUMBER OF CHILDREN: _____ (max. 25 children) <input type="radio"/> \$250 (0-10 miles) <input type="radio"/> \$275 (11-20 miles) <input type="radio"/> \$300 (21-25 miles)		
ADDITIONAL SESSION (same day/ location) # of children:_____ (max. 25 children)		@ \$200 =
		TOTAL DUE =

- ☐ Check or money order enclosed, payable to **Kohl Children's Museum**
- ☐ Chicago Public Schools purchase order # _____
- ☐ Please use my credit card to hold this trip. Another form of payment will be submitted on or before the day of the trip. I also acknowledge that I have read and accept the Museum's field trip policies. Initial here: _____
- ☐ Please charge \$ _____ to my credit card:

Expiration Date:
☐ Visa ☐ Mastercard
☐ AmEx ☐ Discover

Completed by: _____

Chicago Public School Vendor # 14724

Kohl Children's Museum • 2100 Patriot Boulevard • Glenview, IL 60026 • (847) 832-6923 f: (847) 724-6469



THE PLACE WHERE AWESOME LIVES

~AT THE MUSEUM~

FIELD TRIP REGISTRATION FORM

Please note that this is not a confirmation. Your trip is confirmed when you receive a field trip confirmation letter.

Contact Information

PRIMARY CONTACT	POSITION
SCHOOL OR ORGANIZATION	
ADDRESS	CITY/STATE/ZIP
DAYTIME PHONE	E-MAIL

NAME OF LEAD STAFF ONSITE FOR FFT (if different from above)	
PHONE	E-MAIL

Program Preferences

TIME <input type="radio"/> 9:45–11:15 a.m. <input type="radio"/> 10–11:30 a.m. <input type="radio"/> 10:45 a.m.–12:15 p.m. <input type="radio"/> 11 a.m.–12:30 p.m. <input type="radio"/> 1:30–3 p.m. <input type="radio"/> Other _____ <i>(Please plan to arrive 5–10 minutes early for orientation.)</i>	30-MINUTE LUNCH ROOM REQUEST <input type="radio"/> Yes <input type="radio"/> No <i>(Lunch room is free, but availability is limited. Reservations must be made in advance and scheduled immediately before or after your field trip time.)</i>
AGE OF CHILDREN <input type="radio"/> Under 3 <input type="radio"/> 3-4 <input type="radio"/> 5-6 <input type="radio"/> 7-8	
DATE (FIRST CHOICE) _____ (SECOND CHOICE) _____ (THIRD CHOICE) _____	
WORKSHOP TOPIC IF FOCUSED FIELD TRIP (FFT)	FIRST CHOICE: _____
	SECOND CHOICE: _____
SPECIAL REQUESTS/ADDITIONAL INFO (ie: Spanish Speaking Educator, Special Needs)	

Trip Cost

	NUMBER	PRICE	TOTAL
FOCUSED FIELD TRIP (minimum 16 children)		@ \$10/CHILD =	
SELF-GUIDED FIELD TRIP (minimum 10 children)		@ \$7/CHILD =	
EXTRA TIME IN MUSEUM EXHIBITS (30 minutes)		@ \$2/CHILD =	
NUMBER OF ADULTS* (one adult free for every 3 children)		@ FREE =	FREE
EXTRA ADULTS (over the 1:3 ratio)		@ \$7/PERSON =	
TOTAL DUE =			

*The Museum requires 1 adult for every 5 children.

Payment Method

To guarantee your field trip, check, money order, or credit card information **must be provided** with your registration form.

- ☐ Check or money order enclosed, payable to **Kohl Children's Museum**
- ☐ Chicago Public Schools purchase order # _____
- ☐ Please use my credit card to hold this trip. Another form of payment will be submitted on or before the day of the trip. I also acknowledge that I have read and accept the Museum's field trip policies. Initial here: _____
- ☐ Please charge \$_____ to my credit card:

Expiration Date:	____/____/20____	Visa AmEx	Mastercard Discover
------------------	------------------	--------------	------------------------

Completed by: _____

Cancellation and Change Policy

More than 30 days in advance = full refund

Less than 30 days in advance = no refund

↓ **Please initial here**

Confirmed field trips that do not show up will be **CHARGED THE FULL AMOUNT.**

Payment is expected for the full confirmed amount regardless of absent children.

Field trip fees are applied to all children, including Museum members.

Chicago Public School Vendor # 14724



Please submit form to fieldtrips@kcmgc.org