

BRINGING YOUR CLASS TO MOA

What You Need to Know

MOA Great Hall. Photo by Josh Hite.



GETTING STARTED

To book an education program or self-guided visit, please submit a booking request form online at moa.ubc.ca/school-programs. You will need the following details:

- Your program selection (for guided programs only)
- Preferred dates and times
- Number of students and grade level
- Number of adult supervisors
- School name and complete address, including postal code
- Your name, contact phone number and email address
- Whether or not you would like to book our lunch space (for guided programs only)

Once you have completed and submitted the booking contact form, you will be contacted shortly by MOA Bookings to finalize your booking. For questions about booking school programs, contact our Bookings Coordinator at **604.822.3825** or **bookings@moa.ubc.ca**.

Booking Confirmation

All teachers will be sent a confirmation email after booking a program and/or lunch space.

For Teachers

We welcome teachers to preview our exhibitions free of charge before their class visit. Proof of booking and valid BC school ID is required for entry.

Teacher's Notes accompany each school program at MOA. They include a program description and outline, suggestions for pre- and post-visit activities, and additional teaching resources. Find more resources for teachers online at moa.ubc.ca/school-programs.

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Program Rates

- **Museum Admission:** Groups of 10 or more students (K–12) receive a discounted admission rate of \$8/student. Admission is free for Indigenous students. Supervising adults and teachers are free.
- **Program Fee:** Guided school programs have a flat rate of \$105/program (max. 30 students, does not include museum admission). Different program fees may apply to special school programs.

Teachers must check in with the Admissions Desk to remit payment upon arrival. We accept a single payment in cash, Visa, Mastercard, Debit, or company/school cheque (personal cheques are not accepted). Schools can also be invoiced upon request at the time of booking.

Arrival

For guided programs, we ask that schools arrive 15 minutes in advance to ensure students get to enjoy the full duration of their school program. Teachers must check in with the Admissions Desk upon arrival.

In case of delay, please call **604.822.3825**.

Parking

Buses can park for free in the MOA lot. Car parking is available in front of the Museum and across the street at the Rose Garden Parkade for hourly and daily rates—please consult [UBC Parking](#) for more information.

Supervision

MOA requests a minimum of **1 supervising adult for every 7 elementary students** and **1 adult for every 10 secondary students**. We appreciate that teachers and supervisors support an environment for students' learning and therefore offer these adults free admission. Please read through our **Information for Supervising Adults** (page 5) and circulate to all accompanying adults.

Cancellation Fees

A fee of \$50.00 per program will be charged if cancellation notice is received less than 2 weeks prior to your scheduled program.

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Facilities

MOA is able to offer a lunch room for schools when booked in advance through the Bookings Coordinator and confirmed with a MOA confirmation letter. There is limited space available. Classes that are unable to book the lunch space will need to make alternative arrangements as there are no other eating facilities at the Museum for school groups. Please note the Cedar Café is not available for large school groups to use for lunch.

Backpacks and lunches are not permitted in the galleries and must be stored in the provided bins. Cash and valuables should be left at home or carried in pockets, as MOA is not responsible for lost or stolen goods.

MOA is fully wheelchair accessible.

Drawing

We encourage you and your students to draw in the Museum. Please use pencils or pencil crayons only for the safety of our collection. A limited supply of clipboards is available upon request from the Admissions Desk on a first-come, first-serve basis.

Emergency Procedures

Our Security Staff are all trained in first-aid. In a medical or first-aid emergency, please notify a Security Staff member immediately. In the event of an emergency where the building must be evacuated, follow the instructions of MOA Security or other staff and proceed to the designated safe assembly area in front of the UBC Anthropology and Sociology Building (at the north end of the parking lot). Emergency exits are located throughout the building and marked by lighted signs and placards.

Address + Contact Information

Museum of Anthropology at UBC
6393 NW Marine Drive
Vancouver, BC, V6T 1Z2

MOA Bookings: bookings@moa.ubc.ca | 604.822.3825

MOA Education: education@moa.ubc.ca | 604.822.5978

Visit moa.ubc.ca for current hours, exhibitions, and other visitor information.

Teachers,

We ask that you please review this information with all of your accompanying adults. These suggestions will help support an environment for students' learning and ensuring an enjoyable experience at MOA.

Suggestions for Supervising Adults

Our goal at MOA is to support and facilitate the learning of students on their visit to the Museum.

As a supervising adult, we ask that you stay with your student group for the duration of your visit. This includes when the students are in galleries, the lobby, the gift shop, and the museum grounds.

We also ask that you participate in the supervising of your students. It is very exciting to visit somewhere new, and we'd like your help in assisting students to participate and behave in a way that doesn't disrupt others' learning and respects the Museum and our collection.

Helpful Hints

In case of a medical emergency notify Museum Security Staff.

- Please reinforce the importance of respecting the Museum and our collection.
- A few objects in the Museum may be touched gently. If an object does not have a sign indicating that it may be touched, please help us safekeep our important collection by reminding students to keep their hands to themselves.
- Our general rules are similar to other special places. Running, jumping, and shouting detract from others' experiences.
- If you spend time outside, please help us preserve our grounds and foster a safe environment by ensuring students do not throw rocks or other items.
- We ask that all visitors – students and adults alike – put away their cellphones, cameras, and other electronic devices during school programs. After your program or tour is over, please feel free to take non-flash photography throughout the Museum.

Thank you for your commitment to supporting your students' learning and experience at the Museum of Anthropology! We couldn't do what we do without you.