

Group Information

Thank you for scheduling a visit to OMSI! The following is information about what OMSI expects of you prior to and during your upcoming field trip.

Before your trip:

- Give each chaperone a copy of your schedule for the day, including arrival time, scheduled events and locations, lunch time and location, and departure time.
- Give each chaperone a copy of the museum floor plan (provided with this packet). Printed maps are not available at the museum.
- Assign a small group of students to each chaperone.
- Educate chaperones and students regarding OMSI's expectations during your visit (listed below).
- In an effort to be more sustainable, OMSI now encourages groups to pack lunches in reusable containers, but no coolers please. OMSI will provide storage (non-refrigerated) for lunches before and after lunch.
- Make enough nametags, with only the group name on them, for all students and adults in your group (and a few extra just in case).

Upon arrival:

- Arrive no earlier than 9:30am and no later than 15 minutes before your first scheduled event.
- When arriving in the morning, please stop in front of OMSI's main entrance. An OMSI representative will board your bus, tell you where to check in and give your students a brief orientation. If you are coming in separate vehicles, please ask your group to meet in the Planetarium lobby. If you are not approached within a few minutes after you arrive, please have a representative come to the Group Check-In window.
- Be prepared to confirm your attendance count and make final payment if you have a balance due.
- If your group will be eating lunch at OMSI, place lunches in the bins marked with your group's name. Bins are not to be used for storage of backpacks, coats or purses. Personal belongings may be stored in lockers for a \$0.50 fee or coat racks are available for no charge. Lunches will be moved to the lunchroom for you. Keep in mind OMSI does not have refrigerators or microwaves available for public or group use.
- OMSI has ample parking available for groups. Staff members will instruct buses about where to park upon arrival. All preregistered groups (whether in cars, vans, buses, etc) are exempt from the \$2 parking fee.

During your visit:

- Everyone in the group must wear a nametag at chest level at all times.
- Heelies, running, horseplay, eating, drinking, and chewing gum are prohibited in the exhibit halls.
- Students must stay with chaperones at all times. Anyone who is lost should look for an OMSI representative (wearing a vest or name badge) for assistance in reconnecting with the group.
- It is important that your entire group arrives for Reserved Labs, Stage Programs, Planetarium Shows, OMNIMAX Films, and Submarine Tours at least 10 minutes early. For safety and scheduling reasons, late entrance is not available.
- Please do not arrive early or late for your scheduled lunch time. To allow room for other groups, do not leave empty seats between your students. Keep in mind that your entire group may not be able to sit together. Each group is responsible for cleaning up after lunch (cleaning spray and paper towels provided). OMSI is not responsible for lost or stolen items.
- Only preschool and kindergarten groups are allowed in the Science Playground.
- Adults are required to accompany students into the Inventor's Ball Room. Please note that throwing balls at people is strictly prohibited.
- Photography is allowed everywhere except in the Planetarium, OMNIMAX Theater, and the Prenatal Exhibit.
- Groups are welcome to visit any of OMSI's open labs, however, labs may be closed when reserved for private lab sessions. Reserving a private lab session is the only way to guarantee a visit to a specific lab.
- Encourage your students and chaperones to talk about their discoveries and direct any questions they have to educators located in each exhibit hall!

Please call (503) 797-4661 if you have any questions or concerns about your field trip.