

Georgia Museum of Agriculture & Historic Village

## Visit to the Past Workshop Policies



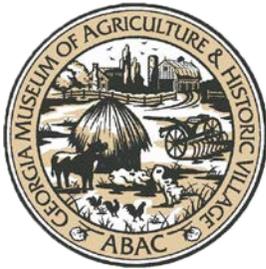
### VISIT TO THE PAST WORKSHOP SPECIFICS

The Visit to the Past Workshop provides an opportunity for student groups, led by teachers or group leaders provided by the visiting school, to follow an itinerary consisting of 20-minute interpreter led, hands-on sessions held at various attractions throughout the Museum and Historic Village.

Please be aware that you will probably not be the only group on-site that day. We often have other groups touring or participating in a workshop. Below is a quick list of reminders to assist in your planning. Please share these reminders with your adults so they fully comprehend what to expect from the trip.

- Please follow the itinerary provided to you by the Museum. Changing your itinerary may affect other groups and/or result in your students not able to fully participate in planned activities.
- Every student group may not receive the same experience as they may visit different sites throughout the day. Visiting different sites allows students to teach each other about their experience and provides an opportunity to review the day as a group.
- The Drug Store/ Ice Cream Shop can become very busy in the afternoon with workshops. Workshops will be assigned a specific time to visit the Drug Store/ Ice Cream Shop if you indicated yes on the registration form. During this time students can purchase ice cream, snacks, or souvenirs. Store items cost between \$0.19 to \$20+. We appreciate your patience and assistance to ensure students know what they want and have their money before they reach the register. **There is a \$5.00 minimum purchase when using credit/debit cards.**
- Chaperones, teachers, and bus drivers will **NOT** eat lunch with students during their historic lunch. Only **group leaders** will eat historic lunch with the students. All other adults may bring their own lunch or purchase lunch at the Drug Store (\$5.00 minimum purchase with credit/debit card).
- Group leaders and teachers are responsible for students' behavior while on site. Please make sure to keep your group together and be respectful of the surroundings. Many of the attractions are from the original time period.





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### Hours

The Museum and Village are open Tuesday-Friday, 9:00 a.m. - 3:00 p.m., and workshops are offered September through December and February through May. Arrival times for a workshop are available from 9:00 a.m. to 10:00 a.m. The workshop sessions begin at 10:10 a.m. and conclude by 2:10 pm. After a workshop program, schools are welcome to tour the rest of the site as their time allows. Prompt arrival is vital to ensuring the best workshop experience for you and your students. If you arrive late, your students may miss an entire workshop session.

### Cost & Payment

The workshop cost is \$15.00 per student, which includes a costume and lunch. Teachers and bus drivers receive free Museum admission (not including lunch). Any extra adults pay the normal admission fee of \$7.00 plus tax (not including lunch). No deposit is required. **Last-minute cancellations (within seven business days of scheduled workshop date) will be billed 50% of the total workshop cost.**

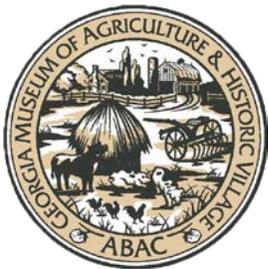
Payment is to be made at the Country Store – no payments will be taken at the Museum or Village. We accept Visa, MasterCard, cash, and checks. All checks should be made payable to the Georgia Museum of Agriculture. Please bring proof of your Georgia sales tax exempt status when you arrive, if this applies. No refunds are offered for overpayment. Please have an accurate count of your students before paying.

### Sales Tax Exemptions

Any school or state agency within the state of Georgia is exempt on sales tax for admission, school workshop/tour, and rental fees. Catering or food/candy purchase(s) made at the Country Store or Drug Store are NOT exempt from applicable sales tax. Please be advised if a group is out of state they will be required to pay GA sales tax of 8% on rental, workshop/tour, and admission. Tax exempt only applies in the state which the group is from.

### Arrival

Groups must arrive on time to avoid missing part of their experience. Please have the students remain on the bus while one person goes into the Country Store to pay. Groups arriving later than their scheduled time may miss part of their programming.



# Visit to the Past Workshop Policies



## Steam Engine

A train ride is **not** part of the workshop program; however, a train ride can be a thrilling addition to our standard program! The train runs every Saturday, (except for the month of August) but does not run during the week. If you would like to include the train in your weekday visit, you must notify us to reserve the train no later than two weeks ahead of your visit. This will ensure that we have time to schedule an engineer and conductors. If we receive less than two weeks' notice, we cannot guarantee a train reservation. Please note there is an additional charge for inclusion of the train in your workshop, as follows:

$\leq$ 60 riders (students & adults)	61+ riders (students & adults)
\$250 base rate	\$4.00/person

## Group Size

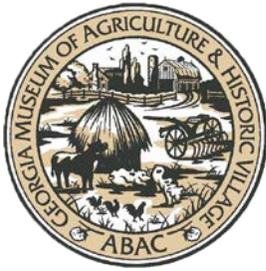
The workshop has a minimum requirement of 8 students and a maximum of 100, unless other arrangements have been approved in advance by the Museum's Education Department. The Museum allots a maximum of 10 groups with up to 10 students per group for workshops. These groups are based on your number of students and are created prior to your arrival by our Education Coordinator. Groups follow a pre-arranged itinerary that is provided upon check in at the Country Store. Each group is led by one adult group leader provided by the school who will remain with the students throughout their experience.

## Programming

Each group of students visits a number of interactive stations for approximately 20-minutes per station with a 30-minute lunch break. Student groups from the same school may visit different areas of the Museum depending upon the total number of student groups on-site that day. The total number of stations visited by the students also depends upon the arrival and departure times of your group.

## Group Leaders/Chaperones

Please note that you will be expected to provide one adult group leader for each of your student groups. This adult will receive free admission and lunch with the students. The number of groups will be determined by the Museum's Education Department and is based upon your total student numbers. We reserve the right to reduce the number of free group leader admissions if your student numbers drop drastically. Please update your numbers with us no less than two weeks prior to visit.



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Please do not change the number of groups established for your school by the Museum once the itinerary is arranged. This leads to much confusion on the part of your group leaders and our interpreters, as well as, during the payment process. Teachers should ensure all chaperones understand their duties before the visit.

Chaperones should:

- Ensure students in his/her group behave appropriately.
- Assist the interpreters in providing a positive learning experience.
- Remain with their students at all times and help them move through the Village and Museum.
- Not deviate from the group itinerary.
- Assist students with their purchases while visiting the Drug Store.
- Use cell phones for picture taking only – do not take or make calls while supervising students.

### Lunch

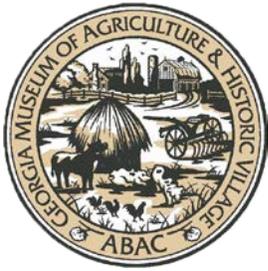
Students and adult group leaders eat a home-cooked lunch at the farmhouses, consisting of homemade chicken perlieu (a traditional chicken and rice stew with vegetables), cornbread, strawberry jam, butter, sweet pickles, pound cake, and water. Only students and adult group leaders wearing our labels eat at the farmhouses. All other adults are expected to provide their own lunches or to purchase lunch at the Drug Store. Please call 229-391-5205, or email [tcarpenter@abac.edu](mailto:tcarpenter@abac.edu), to arrange to have lunch combos ready for any extra adults and visitors.

### During Your Visit

Please be aware that you will probably not be the only group on-site that day. We often have multiple schools participating in workshops and tours on any given day. You may have your orientation or receive your costumes with another school. This will in no way interfere with your group's experience.

### Severe Weather

The Museum reserves the right to close the facilities if severe weather is approaching or forecasted for a particular day. Museum personnel will call schools to reschedule if this occurs. However, schools deciding to cancel their scheduled visit due to weather even if the Museum remains open must reschedule on their own accord. The Museum cannot guarantee availability for planned activities on a later date.



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## Visit to the Past Workshop Policies



### Photography

Still or video photography is welcomed on our site for personal, non-commercial use only. No tripods, please. During your visit, you may be photographed for promotional purposes by Museum and Village staff. **If you do not wish to be photographed or have a child who cannot be photographed, please request a special sticker during check-in at the Country Store.**

### Clothing

Adults and children should wear comfortable walking shoes and clothing appropriate to the weather. We recommend wearing closed-toe shoes as the trip involves walking on dirt and/or grass paths and to avoid fire ants. Please plan for the weather and remind students to bring jackets/sweaters when necessary. We operate in all kinds of weather (except severe thunderstorms/ tornados).

### Safety

There are many hands-on activities available for our school group participants; however, many of the structures, fences, and items in the Village and Museum are antiques or unsafe for climbing. There is no handling of these items or climbing on fences or well covers. Please do not feed or pet farm animals or livestock, unless instructed to do so by an interpreter.

There is one observation beehive at the Destination Ag site and a set of beehive boxes in the Historic Village. Please inform those who have bee allergies that hives are located on site and encourage them to take necessary medical precautions when visiting such as bringing an epi-pen or Benadryl.

### Overnight Accommodations

If your group requires overnight accommodations in Tifton, please let us know. We will be happy to assist you.

### Booking

**Online reservations** are required for the Visit to the Past workshop. **Your workshop is not reserved until you receive a reservation confirmation from the Museum's Education Department.**