



## Homeschool Workshop: Field Trip Planner

ABAC's Georgia Museum of Agriculture is excited for your group to journey through a historic South Georgia wiregrass community. A successful learning experience requires preparation. This information will ensure a smooth-flowing day for you, your adults, and your students.

1. Review the information inside this packet to plan your trip and understand Museum policies.
2. If you have not already done so, please register [online](#) using this link. Learn more about field trips and our attractions at <https://gma.abac.edu/education/historic-field-trips/>.

**3. Field trips are not confirmed until you receive an email from the Museum confirming the date of your field trip.**

**Use the Workshop Field Trip Checklist provided in this packet to prepare for your field trip.**

|                                      |           |
|--------------------------------------|-----------|
| <a href="#">Introduction</a>         | <b>2</b>  |
| <a href="#">Field Trip Checklist</a> | <b>3</b>  |
| <a href="#">Workshop Specifics</a>   | <b>5</b>  |
| <a href="#">Policies</a>             | <b>6</b>  |
| <a href="#">Contact Information</a>  | <b>10</b> |
| <a href="#">Directions</a>           | <b>10</b> |
| <a href="#">Map</a>                  | <b>11</b> |
| <a href="#">Group Leader Letter</a>  | <b>12</b> |
| <a href="#">Reminder Letter</a>      | <b>13</b> |



Journey back in time with your students through the Homeschool Workshop. ABAC's Georgia Museum of Agriculture is where history comes alive, recreating farm and rural village life in Wiregrass Georgia from 1870-1910. This hands-on workshop for grades K-12 includes educational and fun-filled activities, some of which may include operating the hand press at the print shop, grinding corn into meal and grits at the grist mill, washing clothes on a washboard, experiencing our one-room schoolhouse, or making a poultice at the doctor's office.

Guests will start their visit by getting into costumes. We offer suspenders, skirts, and aprons as costume choices. Adult group leaders from your group will be provided with an itinerary so they can lead smaller groups to visit various sites throughout the Historic Village. Included in this itinerary are 20-minute hands-on sessions in our historic buildings and an authentic homemade lunch that will be served at one of the Historic Village homesteads.

Please keep in mind that it is not possible to have your group visit all 30-plus buildings on-site and receive the in-depth experience a workshop provides. Additionally, not all of your participants may visit the same site during your field trip. This could be due to group size or time constraints. We encourage your students to share their different experiences with each other, becoming educators themselves. Activities may also change throughout the year due to the seasons.





## Homeschool Workshop Field Trip Checklist

### **Prior to your visit:**

- ☐ Read through this packet to ensure a successful field trip. The more prepared you are the smoother the trip will be!
- ☐ Reserve the tentative field trip date [online](#). A reservation confirmation will be sent via email to verify the availability of that date and your registration.
- ☐ Only groups with a 501c3 Georgia state tax-exempt status qualify for sales tax exemption on admission.
- ☐ Review the reservation confirmation letter to ensure accuracy. Contact the Museum if any changes are necessary.
- ☐ Confirm your student and adult attendance numbers with the Museum no later than **two weeks** prior to arrival. Your number of groups will drop if your participation numbers reduce drastically.
- ☐ Notify the Museum of any food allergies or special needs.
- ☐ Make payment arrangements. Field trips should be paid for with one transaction. Credit card transactions can not be done over the phone and the card must be present at time of payment.
- ☐ Divide your participants into the number of groups indicated by the Museum. The number of indicated groups is based on the number of adults and children participating in the field trip and the number of guests that can fit comfortably in our historic buildings during sessions.
- ☐ Provide all participating adults with the Museum policies and directions ([Group Leader Letter](#)). Well-informed chaperones will ensure a smooth-running field trip.
- ☐ Review behavior expectations with students and remind them about what to wear.



### **Upon Arrival:**

- Allow 20-30 minutes for check-in and payment.
- Instruct everyone that is not paying to remain in their vehicles while you go into the Country Store to pay. This ensures that you have the most time possible for your field trip.
- All participants must pay the workshop fee upon arrival. Any guests not participating in the workshop **must pay admission** at the Country Store.
- Provide the final counts of field trip participants (including students and adults) to Country Store personnel, who will finalize your registration details, accept payment, and provide parking instructions.
- After check-in at the Country Store, drive around to the back parking lot which faces I-75. Drive to the south end of the parking lot to unload students and park.
- Museum staff will greet students as they unload the bus. Students will be led to the restrooms at the Opry Shelter. From there, students will go to the Costume Shop for orientation and costuming.



## Homeschool Workshop Specifics

The Homeschool Workshop provides an opportunity for homeschool students and families 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 being 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 experiences and provides an opportunity to review the day as a group.
- The Drug Store can become very busy in the afternoon with workshops. **Workshops will be assigned a specific time to visit the Drug Store 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.**
- **Homeschool adults are responsible for students' behavior while on site.** Please make sure to be respectful of the surroundings. Many of the attractions are from the original time period.



## Policies

### **Hours**

The Museum and Village are open Wednesday-Friday, 9:00 a.m. - 3:00 p.m., and workshops are offered September through December and February through May. 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 \$16.50 per guest (children and adults), which includes a costume and lunch. Children ages 3 and under receive free admission. No deposit is required.

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. **If applicable, please bring proof of your Georgia sales tax-exempt status when you arrive.** No refunds are offered for overpayment. Please have an accurate count of your group before paying.

### **Sales Tax Exemptions**

Any 501c3 organization, school, or state agency within the state of Georgia is exempt from 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 exemption only applies in the state from 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.

## **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 the inclusion of the train in your workshop, as follows:**

|                 |               |
|-----------------|---------------|
| ≤ 60 students   | 61+ students  |
| \$400 base rate | \$6.50/person |

## **Group Size**

The workshop has a minimum requirement of 10 guests 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 for workshops. These groups are based on your number of participants and are created prior to your arrival by the Education Department. Groups follow a pre-arranged itinerary that is provided during orientation and costuming. **Each group is led by one adult group leader provided by the homeschool group who will remain with the participants throughout their experience.**

## **Programming**

Each group visits several interactive stations for approximately 20- minutes per station with a 50-minute lunch break. Guests from the same homeschool group may visit different areas of the Museum depending upon the total number of groups on-site that day. The total number of stations visited by the group 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 groups. The number of groups will be determined by the Museum's Education Department and is based upon your total participant numbers. **We reserve the right to reduce the number of group leaders if your participant numbers drop drastically.** Please update your numbers with us no less than two weeks prior to your visit.

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. Please ensure all group leaders understand their duties before the visit.

Group Leaders should:

- ✓ Ensure students in his/her group behave appropriately.
- ✓ Assist the Museum staff in providing a positive learning experience.
- ✓ Follow the schedule provided and not make any changes to the planned itinerary.
- ✓ Assist students with their purchases while visiting the Drug Store.

### **Lunch**

Workshop participants eat a homemade lunch at the farmhouses, consisting of homemade chicken purlieu (a traditional chicken and rice dish with vegetables), cornbread, strawberry jam, butter, sweet pickles, pound cake, and water.

### **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 group. 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 groups to reschedule if this occurs. However, groups 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 at a later date.



### **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 let the Country Store know during check-in.**

### **Clothing**

Adults and children should wear comfortable walking shoes and clothing appropriate for the weather. We recommend wearing closed-toe shoes as the trip involves walking on dirt and/or grass paths and avoiding 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 workshop 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 animals or livestock, unless instructed to do so by a staff member.

There is one observation beehive at the Destination Ag site. 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 Homeschool Workshop.

**Your workshop is not reserved until you receive a reservation confirmation from the Museum's Education Department.**



## Contact Information

Rebekah Rutledge, Historic Area Supervisor, (229) 391-5213, [cholbrock@abac.edu](mailto:cholbrock@abac.edu)

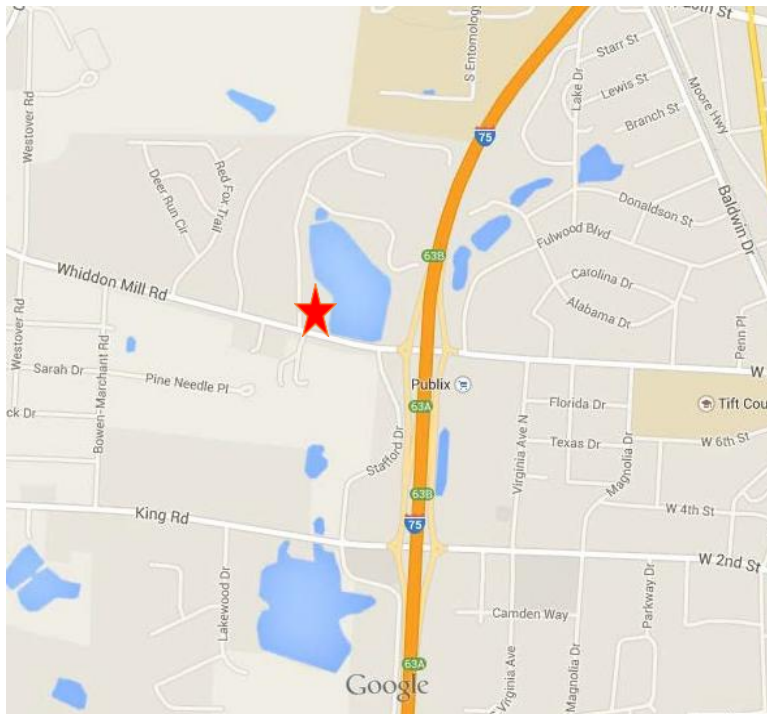
Kelly Scott, Assistant Director, (229) 391-5221, [kscott@abac.edu](mailto:kscott@abac.edu)

Country Store, (229) 391-5205

[museum@abac.edu](mailto:museum@abac.edu)

## Directions

The Georgia Museum of Agriculture & Historic Village is located in Tifton, GA at exit 63B on I-75. For those using a GPS system, our physical address is 1392 Whiddon Mill Rd., Tifton, GA, 31793. Please check in at the Country Store before proceeding to the museum and village.





## Map

Maps will be provided at check-in at the Country Store (red star on the map below).



Park near the south end of lot. Please park away from the buses to ensure children's safety. Historic Village staff will greet you in front of the Clyatt Cabin (#27 on the map).



---

## Group Leader Letter

We are excited to have you join our Homeschool Workshop at ABAC's Georgia Museum of Agriculture scheduled for \_\_\_\_\_. During our visit, we will follow a schedule provided by the Museum which includes a historic lunch. As a group leader, you will be responsible for a small number of participants. Please review the following information to ensure a safe, fun, and exciting experience.

Group Leaders should...

- ✓ Ensure students in his/her group behave appropriately.
- ✓ Assist the Museum staff in providing a positive learning experience.
- ✓ Follow the schedule provided and not make any changes to the planned itinerary.
- ✓ Assist students with their purchases while visiting the Drug Store.

### Participants in your group:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_
11. \_\_\_\_\_
12. \_\_\_\_\_
13. \_\_\_\_\_
14. \_\_\_\_\_
15. \_\_\_\_\_

Contact the group coordinator if you have any questions and visit the GMA website to learn more at <https://gma.abac.edu/historic-field-trips/>.



## Field Trip Reminder Letter

Our group is scheduled to visit ABAC's Georgia Museum of Agriculture

\_\_\_\_\_. Please remember the following:

1. Ensure your family wears comfortable clothes and shoes, closed-toe shoes are recommended.
2. Prepare accordingly for the weather (sunscreen, water bottle, jacket, poncho, umbrella, etc.).
3. Remember, lunch is provided with the workshop.

Don't forget to discuss with your child what he/she experienced during this trip. Allow them to share their adventure with you!