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 **SCHOOL VISIT BOOKING FORM**

**SCHOOL VISIT BOOKING**

* Booking requests must be made **at least 5 weeks prior to visit**.
* Email this form and the questionnaire to **education@singaporeartmuseum.sg****.**

Your email subject should include “School Visit Booking” and your school name.

* **All educational visits are confirmed only upon email notification from SAM**.

**Pre-Visit**

* Booking of School Visit:
	+ Teacher(s) to fill in the form and submit it to education@singaporeartmuseum.sg 5 weeks before the visit
	+ Teacher(s) to receive the email confirmation for the School Visit from SAM’s Education team.
* Teachers should ensure the following before the visit:
	+ Brief students on museum etiquette;
	+ The school group does not exceed 50 pax;
	+ Ensure mask-wearing at all times;
	+ Students should leave their bags in school and bring their own pencils and sketchbooks and there will be no sharing of stationery;
	+ Students are not allowed to bring and consume their own food within the Gallery;
	+ Water bottles are allowed at TPD but cannot be brought into the galleries;
	+ Schools may drop off at:
		- Padang Atrium at National Gallery Singapore
		- Rear Entrance (facing Keppel Termninal), Blk 39 Keppel Road, #01-02 at Tanjong Pagar Distripark

**Entering the Gallery**

* Teachers and students will be required to wear masks at all times;
* All groups will have their hands sanitised when they enter the museum.

**OTHER NOTES FOR TEACHERS**

* Teachers or accompanying adults should be with the students at all times to maintain discipline and keep noise levels conducive to all visitors for their enjoyment of the artworks.
* The school will be held responsible for any misconduct and damages incurred during their visit to the museum, with the possibility of forgoing their guided tour privileges for the rest of the year.

**MUSEUM ETIQUETTE**

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| 5 things to take note of |
| 5 things to do  |

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[ ]  ***I have read and understood all the terms and conditions in the School Visit Booking Form.***

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| Name of Teacher:       | Email:      [ ]  *I do not wish to join the mailing list for educators.* |
| Office Tel:       | Mobile No:       |
| School Name:       | School Tel:       |

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| Which location and exhibition will your group be visiting?[ ]  SAM at TPD (Self-guided only)[ ]  ***Lonely Vectors*** (3 June – 4 September 2022)Gallery 1, SAM at Tanjong Pagar Distripark[ ]  ***Wayang Spaceship*** ( 15 July 2022 to 31 January 2023 ) Container Bay, Rear Entrance of SAM at Tanjong Pagar Distripark[ ]  ***Can Everybody See My Screen*** (10 September – 11 December 2022)Gallery 2, SAM at Tanjong Pagar Distripark[ ]  National Gallery Singapore[ ]  ***The SAM Learning Gallery*** (on-going)Level 4, Theatrette Project Space, National Gallery Singapore Visit [our website](https://www.singaporeartmuseum.sg/art-events#exhibitions) for more information about the current exhibitions. |
| **Number of students:** Click or tap here to enter text.**Level:** Click or tap here to enter text.**Class(es):** Click or tap here to enter text. |
| **Name** and **Mobile Number** of Teacher(s) accompanying the students for the visit: Click or tap here to enter text.(Please contact  **SAM Education at 6697 9776** if your school group encounter problems in/ on the way to SAM.) |
| Which date and type of school visit would you like to make a booking for? |
| **1st Choice for School Visit:** [ ]  Self-directed Visit [ ]  Gallery Session**Date of Visit:** Click or tap to enter a date.**Time of Visit:** Click or tap here to enter text.[ ]  Morning (preferred timing is 10.30 am – 12.00 pm) [ ]  Afternoon (preferred timing is 2.30 – 4.30 pm) | **2nd Choice for School Visit:** [ ]  Self-directed Visit  [ ]  Gallery Session **Date of Visit:** Click or tap to enter a date.**Time of Visit:** Click or tap here to enter text.[ ]  Morning (preferred timing is 10.30 am – 12.00 pm)[ ]  Afternoon (preferred timing is 2.30 – 4.30 pm) |

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| Interest to visit[***Singapore Biennale 2022 – Natasha***](https://www.singaporebiennale.org/)at **SAM at Tanjong Pagar Distripark\*****Number of students:** Click or tap here to enter text. **Date of Visit:** Click or tap to enter a date. **Time of Visit:** [ ]  Morning Click or tap here to enter text. (recommended timing is 10.30 am – 12.00 pm)[ ]  Afternoon Click or tap here to enter text. (recommended timing is 2.30 – 4.30 pm)\**For visits to other Singapore Biennale 2022 venues, please write to* *education@singaporeartmuseum.sg* *for more details.* |

***Please complete the next page as well***

 **QUESTIONNAIRE FOR SCHOOL**

**Has the school brought students to SAM before?**

[ ] Yes, for:
[ ] Educational Workshop [ ] Gallery Session [ ] Guided Visit [ ] Self-directed Visit

[ ] No

**Why did your school decide to bring your students to SAM? (Please select all that apply)**

[ ] Excursion

[ ] Art Club excursion
 (Other CCAs, please specify: Click or tap here to enter text.)

[ ] For my students to familiarize themselves with SAM and learn museum-going etiquette

[ ] To support classroom learning about art

[ ] To enjoy and learn more about contemporary art through SAM’s exhibitions

[ ] Inter-disciplinary learning: learning another subject through art
 (Subject/ topic: Click or tap here to enter text.)

[ ] Others
 (please specify: Click or tap here to enter text.)

**Will teachers be using any teaching materials during the visit?**

[ ] Yes, my own teaching materials [ ] Yes, materials from SAM [ ] No

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| Please tell us more about your students: |
| Click or tap here to enter text. |

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| If there are special needs student(s), please let us know:- number of special needs student- diagnosis- any special concerns we should take note of |
| Click or tap here to enter text. |

**Please note that all school visits are confirmed only upon email notification from SAM.**