

SLOSS FURNACES FIELD TRIP INFO FOR TEACHERS

The guidelines below will help us assist your students in making their visit to Sloss Furnaces National Historic Landmark an enjoyable experience. Please read over them carefully, and if you have any questions, please contact our Education Coordinator Ty Malugani at tyler.malugani@birminghamal.gov.

DRESS

All tours and iron pours take place outdoors. We recommend your students and chaperones wear comfortable, weather appropriate clothes as well as shoes suited for walking. Long pants and closed-toed shoes are highly recommended for the iron pour trip.

WEATHER

Since our tours are conducted outside, in the event of inclement weather it is highly recommended that you reschedule your tour. No tours will be given if lightning occurs. In the case of very light rain, tours can still take place, but make sure your students and chaperones dress appropriately. Should a tour need to be rescheduled on account of bad weather, please contact us no later than 24 hours before your scheduled field trip.

ARRIVAL

Buses may unload students at the entrance of the Visitor Center and proceed to park either in the parking lot circle or on the main entry road in one of the two open parking areas. Typically, your group will start in the Visitor Center Educational Film Room for a brief introduction, unless otherwise stated by your Tour Guide.

It is important that groups arrive and are ready to tour at their designated time. If your group will need to use the bathroom prior to their tour and/or iron pour, please take this into account when scheduling your trip. We suggest all groups arrive 10 to 15 minutes before their scheduled start time so there is no rush.

It is imperative that your group is ready to tour at your scheduled time, especially for iron pours. Groups that are more than 15 minutes late run the risk of missing the iron pour experience in its entirety. If this is the case, your group will still be responsible for all fees associated with your iron pour. For groups not experiencing an iron pour, being late may cause your tour to be shortened or cancelled. Please contact either the Front Desk (205-254-2025) or the Education Coordinator (205-254-2254) if your group is running late so we can try to plan accordingly.

GIFT SHOP AND RESTROOMS

If your group would like to visit the gift shop, you **MUST** let us know prior to the day of your trip. Please allow additional time outside of your scheduled time for your students to shop. Only **10 students** are allowed in the gift shop at one time, and **one school staff member** must be with the students while in the gift shop.

Students must be **accompanied by an adult** while using the restrooms. Please only allow **5 students** at a time in each restroom.

LUNCH

If your group would like to eat lunch at Sloss Furnaces before or after your tour, you **MUST** let us know so we can plan accordingly. We will not be able to offer the picnic area if you had not reserved it prior to the day of your trip. The eating area is at the Spray Pond near the entrance of the site. There are areas near the lunch area for buses to park/pick up students. The Education Coordinator will coordinate with you and/or the bus drivers to make sure they know where to go. **Chaperones will not be allowed to park in or around the lunch area.**

Unfortunately, we have had to limit lunch groups. For an iron pour trip, only one school will be allowed to eat lunch on site. It will be first come first serve.

Trash cans and restrooms will be available around the Spray Pond and throughout the site.

CHAPERONES

Chaperones should be actively engaged with their students at all times and, with the teachers, responsible for student behavior. For iron pour trips, we require groups to limit the number of chaperones that attend your field trip to Sloss Furnaces. This is because we have very large groups on these days and large numbers of chaperones hinders the educational experience of the students. We ask that parent chaperones be limited to 4 adults per class.*

For non-iron pour trips, this policy is a little more flexible. However, we still ask that you limit chaperones to 8 per class.* Please contact Ty Malugani, our Education Coordinator at tyler.malugani@birminghamal.gov to discuss the chaperone policy and work out a number for your trip.

*If you would like to bring more chaperones than our limit, the Education Coordinator must approve it and additional fees may apply.

PAYMENT POLICY

Payment for the trip should be paid no later than arrival for your tour and/or iron pour. An invoice will be provided, which will detail the types of payments accepted.

If the number of students in your group changes after the point that you received an invoice, please contact the Education Coordinator to notify him about the changes.

LASTLY...

All school rules apply at Sloss Furnaces. In order for everyone to have a safe and enjoyable experience, please respect all barriers, signs, and rules as posted or given by museum staff and tour guides. Should any member of your group chose to violate barriers, posted signs, or pose a risk to safety, we reserve the right to dismiss the group.

We look forward to having your group visit Sloss Furnaces National Historic Landmark and hope you have a fun and educational time!