

Pulitzer Arts Foundation

# Field Trip Guide

**This is a simple guide to help you  
prepare for your museum visit.**

**K-12**

# Tour Booking & Additional Resources

We invite you to explore our current exhibitions ([pulitzerarts.org/art](https://pulitzerarts.org/art)) and schedule a free guided tour. For additional educational resources, workshops, and opportunities, explore the options below.

## To Schedule a Tour

To request a tour, please complete the online Tour Request Form at <https://pulitzerarts.org/visit/groups-and-tours/>. Tour requests should be made a minimum of two weeks from your desired tour date. For any questions regarding the tour scheduling process, e-mail [tours@pulitzerarts.org](mailto:tours@pulitzerarts.org) or call (314)754-1850.

## K-12 Transportation Funding

K-12 schools and youth-focused nonprofit organizations located in the St. Louis region may request funds to support the cost of field trips to the Pulitzer. These are noncompetitive funds that are provided on a first-come, first-served basis to qualified applicants. Schools may apply for up to \$300 of transportation support per year. To learn more visit <https://pulitzerarts.org/school-transportation-funding/>

## Teacher Workshops

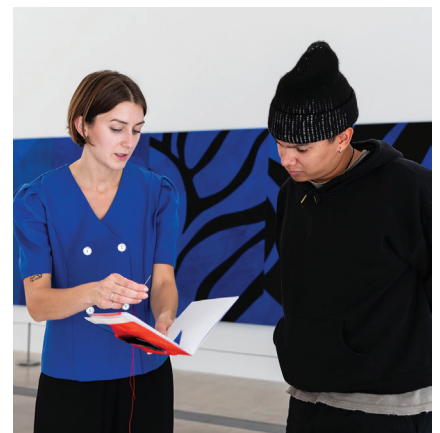
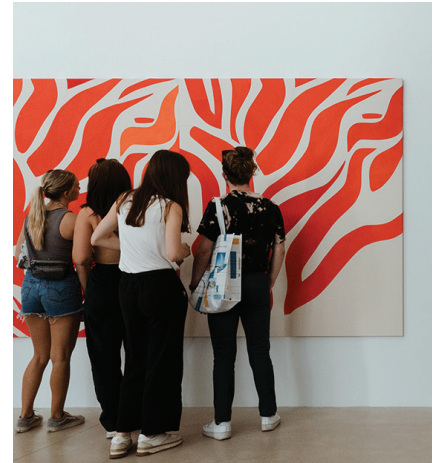
The Pulitzer offers free professional development workshops for K-12 classroom teachers and other educators who want to learn about art and develop skills used in museum-based education. Training is provided on a variety of topics through guided activities and discussions about artworks in the museum. To learn more visit <https://pulitzerarts.org/visit/groups-and-tours/>

## Digital Museum Guide

Explore the Pulitzer anytime with our digital guide on the free Bloomberg Connects app. This multimedia guide offers an interactive gallery experience and provides access to content about the artwork and campus. The digital museum guide also supports screen readers used by visually impaired visitors.

## Accessibility

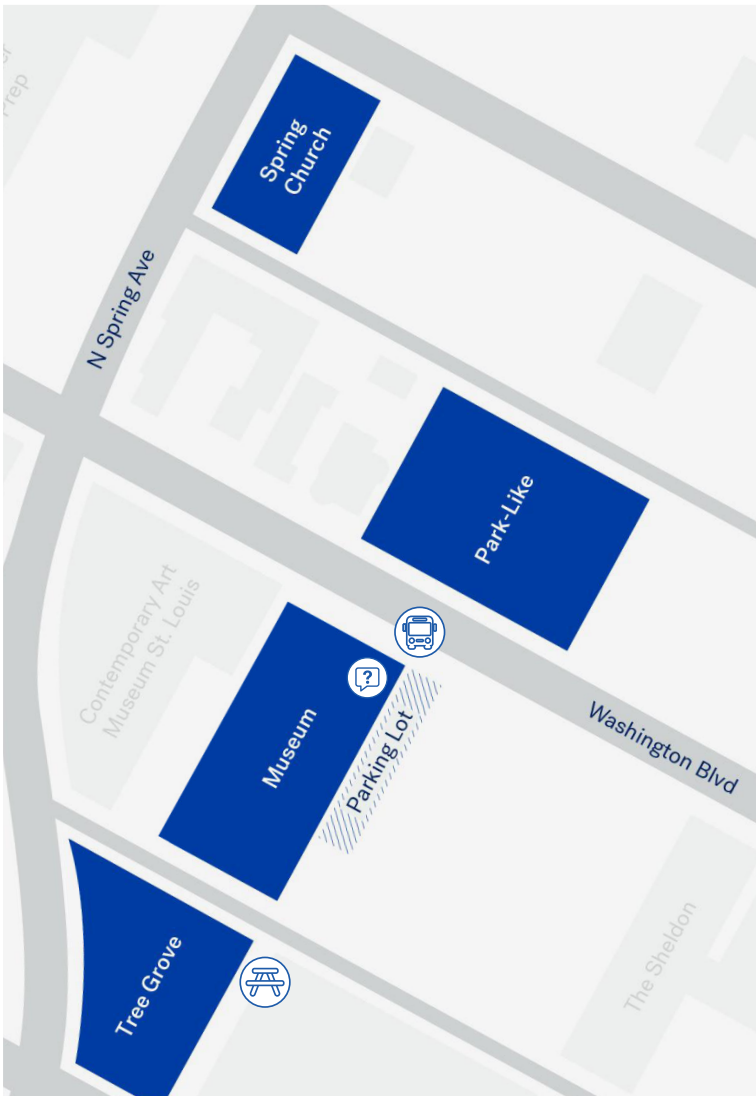
All levels of the museum are accessible by an elevator, which is located in the northeast corner of the museum. Outdoor campus locations have stair and ramp entrances and pathways. American Sign Language interpretation is also available upon request. To learn more visit <https://pulitzerarts.org/visit/accessibility/>



Scan to download the  
Bloomberg Connects  
digital museum guide

# Campus Map & Bus Parking

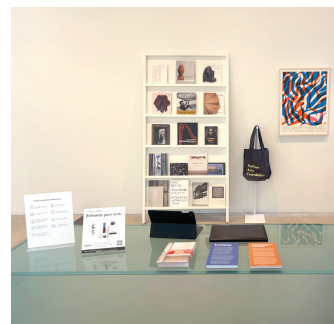
The Pulitzer Campus includes the museum building, Park-Like, Spring Church, and the Tree Grove. The map below can help locate these features.



Bus drop-off at 3716 Washington Blvd



Picnic tables in the Tree Grove



Info desk inside the museum entrance

## Parking

Street parking is available in the neighborhood and is free only in designated zones. The museum has limited free parking in our lot for personal vehicles. Areas large enough for bus parking are located along Spring Ave near the Tree Grove and in front of the Spring Church. Our parking lot cannot accommodate buses, but can accommodate passenger vans and cars of those driving separately. Drop-off in front of the museum at 3716 Washington Blvd is recommended.

# Visitor Guidelines

**We look forward to welcoming you to the Pulitzer Arts Foundation. Our Visitor Experience team is situated throughout the building to offer assistance.**



## **Please check in at the information desk**

The museum is located at 3716 Washington Blvd. Upon arrival, please check in at our information desk just inside the museum entrance. A guide or educator will meet the group here.



## **Pencils are the only writing tools allowed in the galleries**

Don't worry if you forgot one! Just ask a team member at the information desk for a pencil that you can keep.



## **One chaperone for every 10 students**

Students should be supervised at all times by an adult. Chaperones must keep students together in a group and monitor them while in the galleries.



## **Photography is encouraged**

Photography is permitted. Flash must be turned off to minimize damage to light-sensitive art. Selfie sticks, tripods, and large camera bags are not permitted in the galleries.



## **Backpacks, large bags, and umbrellas must be stored in designated areas**

Items may be stored in the complimentary coatroom or left behind the information desk. The Pulitzer is not responsible for any lost or stolen items.



## **Food and beverages are prohibited in galleries**

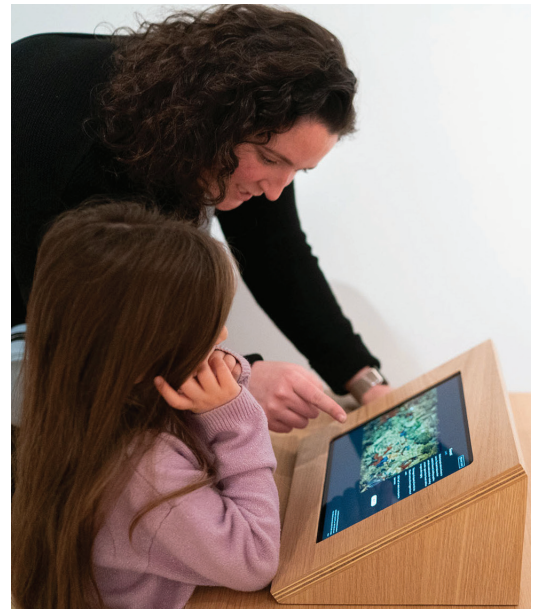
All food and drinks must be finished outside the museum or left in buses or cars. Water fountains are provided on both museum floors.

# Teacher & Chaperone Tips

We want to make your visit as easy, enriching, and enjoyable as possible. To help us succeed, we need your assistance with your students. The following tips will make the visit a fun and engaging learning experience for everyone involved, including you! If you require any clarification or have any questions, please contact us.

## Responsibilities

- 1 Prepare students on what to expect**  
Discussing your trip beforehand and establishing expectations, going over museum etiquette, and practicing questions can be helpful in making a museum trip successful
- 2 Arrive on time and prepared for a tour**  
Arriving on time or a little early means students will have time to settle into learning mode and will ensure they get the most from their field trip
- 3 Inspire participation and open dialogue**  
Encourage thoughtful questions, comments, and conversations with the guide and fellow students
- 4 Demonstrate knowledge of museum rules**  
Be understanding and thoughtful of museum rules, like those listed on the previous page
- 5 Refrain from texting or using your phone**  
This shows good etiquette to students and helps keep their focus on the tour
- 6 Support the guide when necessary**  
Step in and assist if your group requires it. Your guide may need help to keep focus or to calm a boisterous group. The guide is there to facilitate learning in our museum but it is your job to monitor behavior and intervene if needed



## Lunch Policy

At this time the Pulitzer Arts Foundation is not able to provide a designated location inside our building for lunch. Weather permitting, guests are able to utilize our outdoor spaces including the Tree Grove, where there are picnic tables for public use, and our Park-Like garden where seating is available. Additionally, the Spring Church has a large grassy area, perfect for picnics.