

# Field Trip Guide



## STATE HISTORICAL MUSEUM OF IOWA

IOWA DEPARTMENT OF CULTURAL AFFAIRS

State Historical Building | 600 E Locust St. | Des Moines, IA 50319  
museum.education@iowa.gov | iowaculture.gov

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## State Historical Museum of Iowa

The State Historical Museum of Iowa has been a trusted source for the preservation and education of Iowa’s history since its founding in 1857 – just 11 years after Iowa became a state.



More than 10,000 students and visitors from around the state visit the museum or participate in its educational programs every year. Visitors of all ages can imagine living inside a Native American wikiup, discover natural history and so much more.

Please use this guide to assist with planning your class trip to the museum. We can’t wait to see you.

[iowaculture.gov/history](http://iowaculture.gov/history)

# Field Trip Program Overview



- Admission & Availability
- Group Size & Visit Length
- Chaperones
- Registration & Cancellation

The State Historical Museum of Iowa's field trip program is free and available year-round. The self-guided visit is entirely facilitated by adult teachers and chaperones. Please review the following visit guidelines before submitting field trip requests.

## Group Size

- 90 students maximum (excluding educators and chaperones)
- One chaperone is required for every 8-10 students
- If you have a larger group ask us how you can split your visit between other cultural destinations.

## Visit Length

Age	Grade	Visit Length
Ages 3-8	Preschool-2nd Grade	60 minutes
Ages 9-14	3rd-8th Grade	60-90 minutes
Ages 15-18	9th-12th Grade	90-120 minutes

- 120 minutes works best with small, topic-focused groups.
- If adding a 30-minute lunch period, please do not exceed the recommended visit length. Lunches are scheduled on the online registration form.

## Registration & Cancellation

To schedule your group visit to the State Historical Museum of Iowa, please [submit the online visit request form](http://iowaculture.gov/history/education/field-trips) (iowaculture.gov/history/education/field-trips).

All school and group visits **must schedule at least two weeks in advance**. All requests will be fulfilled on a first come, first served basis. Your visit is not considered booked until you receive a confirmation email from a museum team member.

We understand that plans change. We will try to work with schools if the time or date of a visit needs to change, but we cannot guarantee availability. If a school must cancel its visit, please let the museum team know via email as soon as possible or at least seven days ahead of the originally scheduled visit so that we can notify other schools on the waiting list.

The museum team reserves the right to cancel or reschedule any Field Trip due to inclement weather.



## Admission

Admission to the museum is complimentary for students, educators and chaperones.

The State Historical Museum of Iowa believes in helping Iowans learn about Iowa history. We strive to maintain free or low-cost educational opportunities for every student in the state.

## Availability

The Field Trip Program is available Monday through Friday, 9:00 a.m. to 4:00 p.m., with the exception of official state holidays.

## Exhibit Education Guide

The State Historical Museum of Iowa's Exhibit Guide provides helpful guidance to enhance your group's overall museum visit. The guide provides exhibit maps, interesting facts, artifact spotlights, and in-depth discussion questions to ensure your group learns the story of each exhibit.

Laminated copies of the Exhibit Guide will be provided and distributed to your group upon arrival at the museum. We encourage visiting groups to use the guides to empower chaperones while in the exhibits, allow students the opportunity to learn beyond the exhibit labels and engage with each other through history. For more exhibit specific guides, please contact the museum education team for availability.

## Chaperones

Teachers and adult chaperones are responsible for supervising students at all times while in the museum. Attentive chaperones are vital to the success of your visit, and it's the chaperones' duty to demonstrate, encourage and enforce good behavior within the group. Please share the **Information for Chaperones (Appendix B)** that will arrive with your confirmation email so chaperones understand the museum rules and their role before the big day.

- Chaperones are required for every visiting group
- Chaperones should put away cellphones in the exhibits unless there's an emergency

The museum team reserves the right to change or cancel visits if schools arrive with insufficient chaperones.

## Lunch Break

Lunches at the museum will be scheduled in 30-minute blocks. Lunches must be scheduled in advance before your school's arrival. Due to space limitations, the lunch periods will be offered to groups on a first come, first served basis.

### **Atrium (indoors)**

Benches in the atrium will be designated for each school to store lunches, coolers, etc. This will also be your student's designated area for eating lunch. Please note, however, that students are not allowed to eat on the staircase or benches. Due to space issues, students will eat lunches seated on the floor. There's plenty of room.

### **Grand Terrace (outdoors)**

The uncovered space is perfect for spring or fall days, although there is little to no shade. Enter the space from the north side of the building, off of Grand Avenue. This is the only outdoor space available for eating. But, of course, if the weather doesn't cooperate – specifically, if it's raining or too hot – we can make arrangements to move your group into the atrium.

# State Historical Museum Rules

- Student Behavior & Supervision
- Food & Drink
- Chaperones
- Phones & Photography



Please remember that all group members are ambassadors for their organization and community. Therefore, reinforcing good behavior is encouraged and expected while visiting the museum.

It is the responsibility of the teachers and chaperones to review the museum rules, to communicate them to the group, and to enforce the rules at all times during the visit. Please go over these rules with students before arriving and, as necessary, during the visit.

- Each chaperone is required to stay with his or her assigned group at all times. Likewise, all students must remain in groups with their assigned chaperones at all times.
- Please walk through the exhibits and on the central staircase. Running is not allowed in the building.
- Please reserve the elevator for group members who have trouble with stairs.
- Speak softly and respect other students, visitors and museum team members.
- Food and drink is allowed only in designated lunch areas and not in the exhibits.
- Please do not chew gum on the premises.
- Do not touch any objects (including display cases), unless otherwise noted.
- Students may not wear backpacks or large bags while in the exhibits due to safety concerns. (Teachers and chaperones may bring backpacks if necessary.)
- Phones must be silenced in exhibit spaces and not used except to take an occasional photo. Flash photography is allowed unless otherwise noted.
- If students' behavior disrupts the museum in any way, the museum team reserves the right to ask the group to sit out the rest of the visit.
- The "Hands-on History" exhibit is not available for school groups during field trips. Please make sure students are aware of this rule and not entering the exhibit space.

# Arrival at the Museum

- Bus Drop Off
- Parking
- Check In



We recommend that you plan to arrive 5-10 minutes before your scheduled visit. This will allow time for the students to hang up or stow their coats and lunches, visit the restroom, and then re-assemble for the visit.

## Drop Off and Parking

### Bus Drop Off and Parking

Buses can unload and load under the covered entrance at the Locust Street entrance. Afterward, buses should immediately exit the portico. The best location for bus parking is on Finkbine Drive, just west of the Capitol steps. This parking location is free.

### Car/Van Parking

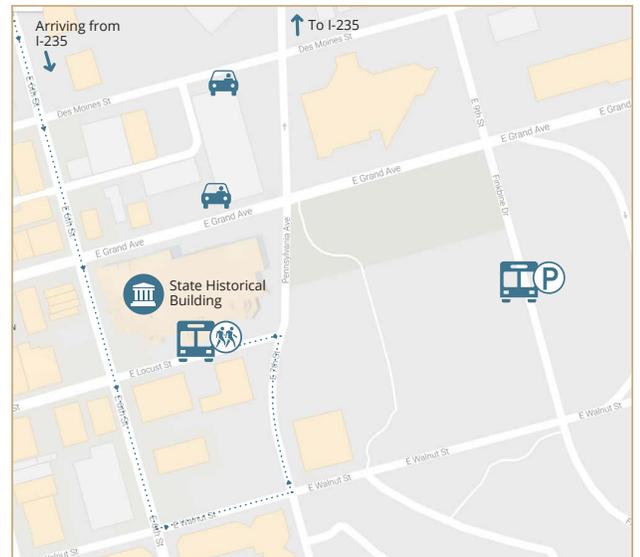
Free parking for cars and full-size vans is available in the Capitol Complex Parking Garage north of the museum. Garage entrances are available on Grand Avenue and Des Moines Street.

Metered parking on Locust Street and Grand Avenue is also available.

- Monday-Friday: 8 a.m.-6 p.m., 2-hour limit, \$.60 per hour.
- Saturday and Sunday: Free all day

## Check In

- Check in at the Information Desk. Check-in is required to know your group has arrived and to get an accurate number.
- A coat rack is usually located on the northeast corner of the first floor, but sometimes it gets placed in other corners of the atrium, depending on the day's programs.
- Before your group explores the exhibit, a museum team member will typically lead a brief orientation, with a quick review of the rules. But this may not always be possible, so teachers and chaperones should **reinforce the rules** before the visit.



## Settle In and Get Acclimated

The process of getting from your school to the museum can be hectic. Help your students settle in to their museum experience by allowing enough time for the students to get acclimated. Because the learning environment in the museum is different than in a classroom, students may need some time to adjust to the new setting.

# Iowa Core Standards

Iowa Core Standards (separated by exhibit). For detailed exhibit descriptions, please visit [iowaculture.gov](http://iowaculture.gov).

## Kindergarten

Iowa Territory (SS.K.9-11, 14-17,19)  
Iowa History 101 (SS.K.6,7, 15-17)  
Delicate Balance (SS.K.10,14,15,17,19)  
Iowa and the Civil War (SS.K.9,14,15,17)  
Mammoth: Witness to Change (SS.K.14,17,19)  
Hollywood and the Heartland (SS.K.6,7,17)  
Iowa and the Great War (SS.K.8,9,16,17)  
Visible Vault (SS.K.16,17)

## 1st Grade

Iowa Territory (SS.1.8-11,13,17-19,21,23)  
Iowa History 101 (SS.1.7-11,13,17,19-21,23)  
Delicate Balance (SS.11,12,17,19,21,23)  
Iowa and the Civil War (SS.1.9,10,13,16,18,20,21,23)  
Iowa and the Great War (SS.1.7,9,17,20,21)  
Mammoth: Witness to Change (SS.1.17,21)  
Hollywood and the Heartland (SS.1.20,21)  
Visible Vault (SS.1.8,11,13,19,21)

## 2nd Grade

Iowa Territory (SS.2.7-9,11-13,17,18,20,21,24)  
Iowa History 101 (SS.2.12,20,21)  
Delicate Balance (SS.2.11,12,16-18,21,24)  
Iowa and the Civil War (SS.2.7,13,20,21)  
Iowa and the Great War (SS.2.7,13,20,21)  
Mammoth: Witness to Change (SS.2.17)  
Hollywood and the Heartland (SS.2,20,21)  
Visible Vault (SS.2.12,13,20,21)

## 3rd Grade

Iowa Territory (SS.3.8-13,16,19,21,23,27,28)  
Iowa History 101 (SS.3.8,9,11,13)  
Delicate Balance (SS.3.12,13,19,21,27)  
Iowa and the Civil War (SS.3.8,23,25)  
Iowa and the Great War (SS.3.8,10,11,22,23,25)  
Mammoth: Witness to Change (SS.3.13,21,22)  
Hollywood and the Heartland (SS.3.11,28)  
Visible Vault (SS.3.11,22,28)

## 4th Grade

Iowa Territory (SS.4.8,9,10,11,18,21,25)  
Iowa History 101 (SS.4.9,10,19,25)  
Delicate Balance (SS.4.12,17,18,26)  
Iowa and the Civil War (SS.4.7,8,9,18,19,21,23,25)  
Iowa and the Great War (SS.4.7,8,12,13,21)  
Mammoth: Witness to Change (SS.4.18,20,23)  
Hollywood and the Heartland (SS.4.10)  
Visible Vault (SS.4.10,20,25)

## 5th Grade

Iowa Territory (SS.5.8,10,11,12,19,20,21,22,24)  
Iowa History 101 (SS.5.8,9,12,13,21,22,26)  
Delicate Balance (SS.5.19)  
Iowa and the Civil War (SS.5.8,11,12,22,26)  
Iowa and the Great War (SS.5.8,10,11,12,22,24,26)  
Mammoth: Witness to Change (SS.5.24,25)  
Hollywood and the Heartland (SS.5.22)  
Visible Vault (SS.5.21,22)

## 6th Grade

Iowa Territory (SS.6.13,14,16,17,18,20,21,23)  
Iowa History 101 (SS.6.13,14,17,18,21)  
Delicate Balance (SS.6.16,17,18,23)  
Iowa and the Civil War (SS.6.13,14,15,17,18,20,21)  
Iowa and the Great War (SS.6.13,14,18,20,21)  
Mammoth: Witness to Change (SS.6.16,20,23)  
Hollywood and the Heartland (SS.6.21)  
Visible Vault (SS.6.17,18)  
Riding through History (SS.6.14,23)

## 7th Grade

Iowa Territory (SS.7.13,14,16,17,18,20,21,22)  
Iowa History 101 (SS.7.16-18,21,25,27)  
Delicate Balance (SS.7.15,17,21,22)  
Iowa and the Civil War (SS.7.13,14,15,16,17,21)  
Iowa and the Great War (SS.7.13,14,15,16,17,20,24)  
Mammoth: Witness to Change (SS.7.22,24)  
Hollywood and the Heartland (SS.7.13,15)  
Visible Vault (SS.7.25,27)  
Riding through History (SS.7.24,27)

# Iowa Core Standards

Iowa Core Standards (separated by exhibit). For detailed exhibit descriptions, please visit [iowaculture.gov](http://iowaculture.gov).

## 8th Grade

Iowa Territory (SS.8.14,16,18,21,22,25)  
Iowa History 101 (SS.8.17-19,25)  
Delicate Balance (SS.8.13,18)  
Iowa and the Civil War (SS.8.13,14,18,22,23)  
Iowa and the Great War (SS.8.13,20,22,23)  
Hollywood and the Heartland (SS.8.15)  
Visible Vault (SS.8.18)  
Riding through History (SS.8.18,22)

## 9th-12th Grade

### Iowa Territory

SS-Psy.9-12.13-15  
SS-Soc.9-12.13-16  
SS-Gov.9-12.13-15,17,22,28  
SS-Geo.9-12.17-20,21,23  
SS-US.9-12.18,25,27  
SS-WH.9-12.16,19,20,21

### Iowa History 101

SS-Psy.9-12.13,14  
SS-Soc.9-12.13,14  
SS-Gov.9-12.22,24  
SS-US.9-12.14,22,27  
SS-WH.9-12.26

### Delicate Balance

SS-Psy.9-12.13,15  
SS-Geo.9-12.14,18,21,24  
SS-US.9-12.27

### Iowa and the Civil War

SS-Psy.9-12.13-15  
SS-Soc.9-12.13-16  
SS-Gov.9-12.13,14,21,22,24,26  
SS-Econ.9-12.17  
SS-Geo.9-12.14,18  
SS-US.9-12.15,18,22,25-27  
SS-WH.9-12.15,20,22

### Iowa and the Great War

SS-Psy.9-12.13-15  
SS-Soc.9-12.13-15  
SS-Gov.9-12.13,14,19  
SS-Econ.9-12.17,24  
SS-Geo.9-12.19  
SS-US.9-12.14,15,22,25-27  
SS-WH.9-12.16,17,22,24-26

### Hollywood and the Heartland

SS-Psy.9-12.13,15  
SS-Gov.9-12.22  
SS-US.9-12.22,27

### Visible Vault

SS-Psy.9-12.13  
SS-Gov.9-12.21,22  
SS-Econ.9-12.21,22  
SS-Geo.9-12.20,21,24  
SS-US.9-12.14,21,22,27

### Riding Through History

SS-Soc.9-12.13,14  
SS-Geo.9-12.16,17,20,24,27

# Information for Chaperones

Dear Chaperone,

Thank you for choosing to visit the State Historical Museum of Iowa with your students. We're so glad you can join the group to help teach younger generations about Iowa history.

In order to have the best experience possible, keep in mind that it's up to you to review the museum rules and communicate them to your group, through encouragement and enforcement as necessary.

Please remember that all group members are ambassadors for your organization and community. As an adult accompanying a field trip, you play an important role in the students' experience. You will be called upon to help guide students throughout the museum and its exhibits, keeping them focused, and help them follow the rules.

We've found that the best way to do this is to be an active participant yourself. Ask the students open-ended questions about the exhibits. ("What do you think about \_\_\_\_\_?" "How do you think it happened?" "What would you do in a situation like that?") Engage them in conversation. Demonstrate a curiosity to learn right alongside the students.

## Museum Rules

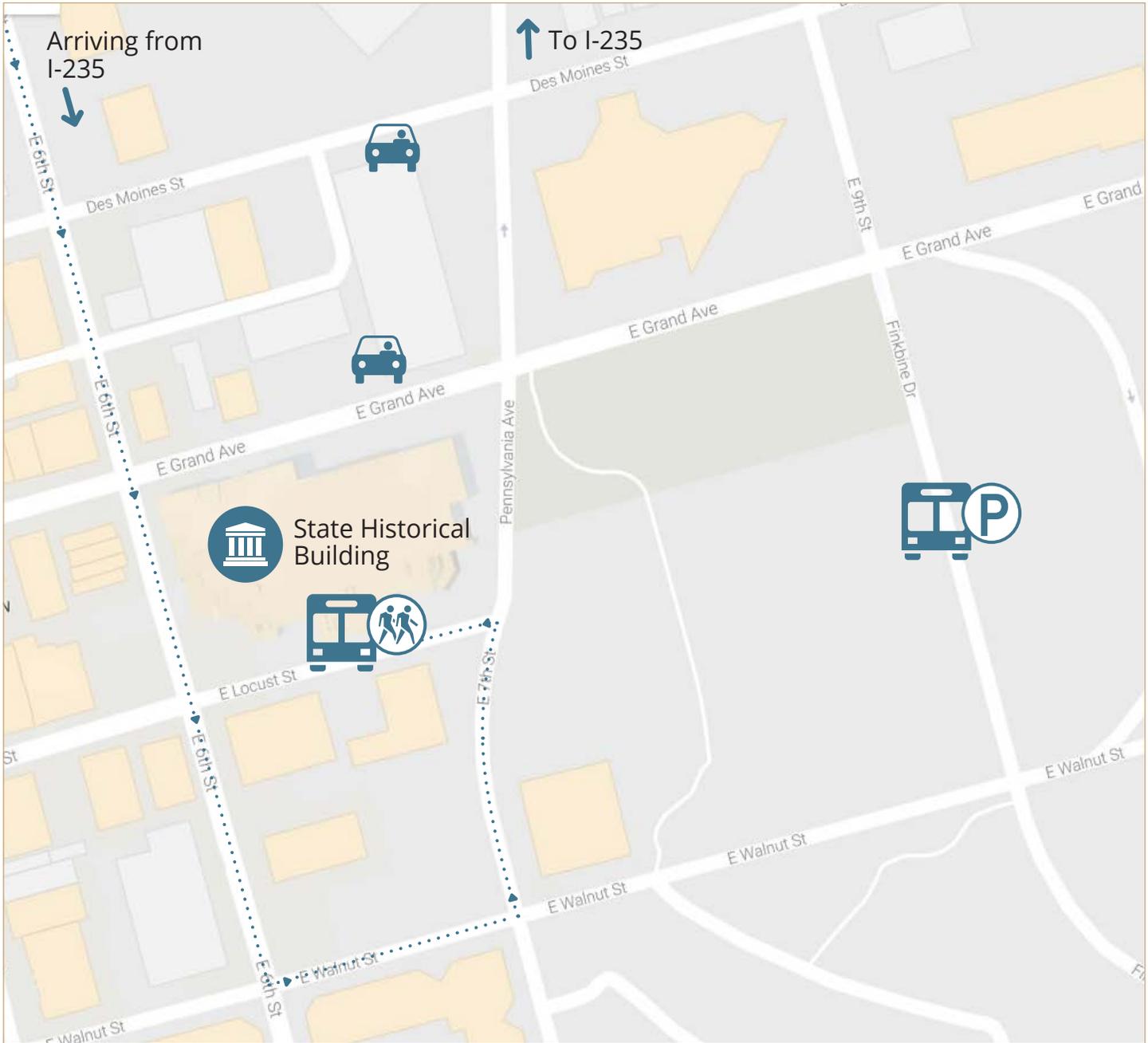
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- Walk through exhibits and on the central staircase. Running is not allowed in the building.
- Please reserve the elevator for those who have trouble with stairs.
- Speak softly and respect other students, visitors and museum staff.
- Food or drink is allowed in designated lunch areas but not in the exhibit spaces.
- Please do not chew gum on the premises.
- Do not touch any objects, including display cases, unless otherwise noted.
- Students may not wear backpacks or large bags while in the exhibits due to safety concerns. (Teachers and chaperones may bring backpacks if necessary.)
- Silence your phones in the exhibit spaces and don't use them except to take an occasional photo. Flash photography is allowed.
- If students' behavior disrupts the museum setting, the museum staff reserves the right to ask the group to sit out the rest of the tour.
- The "Hands-on History" exhibit is not available for school groups during field trips. Please make sure students are aware of this rule and not entering the exhibit space.

## Car/Van Parking

- Free parking for cars and full-size vans is available in the Capitol Complex Parking Garage north of the building. The garage entrances are located on Grand Avenue and Des Moines Street.
- Metered parking is available on Locust Street and Grand Avenue.
  - Monday-Friday: 8 a.m.-6 p.m., 2-hour limit, \$.60 per hour
  - Saturday-Sunday: Free all day

If you have any questions before or after your visit to the State Historical Museum of Iowa, please contact our Education Department at [museum.education@iowa.gov](mailto:museum.education@iowa.gov) or call the information desk at 515-725-2229. We look forward to seeing you!

# Drop Off and Parking Map



 Car/Van Parking     Bus Drop Off     Bus Parking

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# Information for Bus Drivers

Dear Bus Driver,

Thank you for helping transport students to the State Historical Museum of Iowa. We appreciate your important role in helping to educate younger generations about Iowa history.

## Directions

- From I-235 take Exit 8B, turn south onto East Sixth Street.
- Continue south on East Sixth Street and turn left onto East Walnut Street.
- Drive one block on East Walnut to turn left onto East Seventh Street/Pennsylvania Avenue.
- Turn left onto East Locust, and the museum entrance will be immediately on the right.
- Pull under the covered entrance to unload students at the main entrance.

All buses must enter the portico heading west on East Locust Street.

## Bus Drop Off and Parking

Buses can unload and load under the covered entrance at the Locust Street entrance. Afterward, buses should immediately exit the portico. Free parking is available on the east side of Finkbine Drive, west of the Capitol steps.

## Car/Van Parking

Free parking for cars and full-size vans is available in the Capitol Complex Parking Garage north of the museum. Garage entrances are available on Grand Avenue and Des Moines Street.

Metered parking on Locust Street and Grand Avenue is also available.

- Monday-Friday: 8 a.m.-6 p.m., 2-hour limit, \$.60 per hour.
- Saturday and Sunday: Free all day

## During Your Visit

Once students have exited the bus and it is parked, feel free to visit the museum if you're not required to sit with the vehicle.

### Restrooms

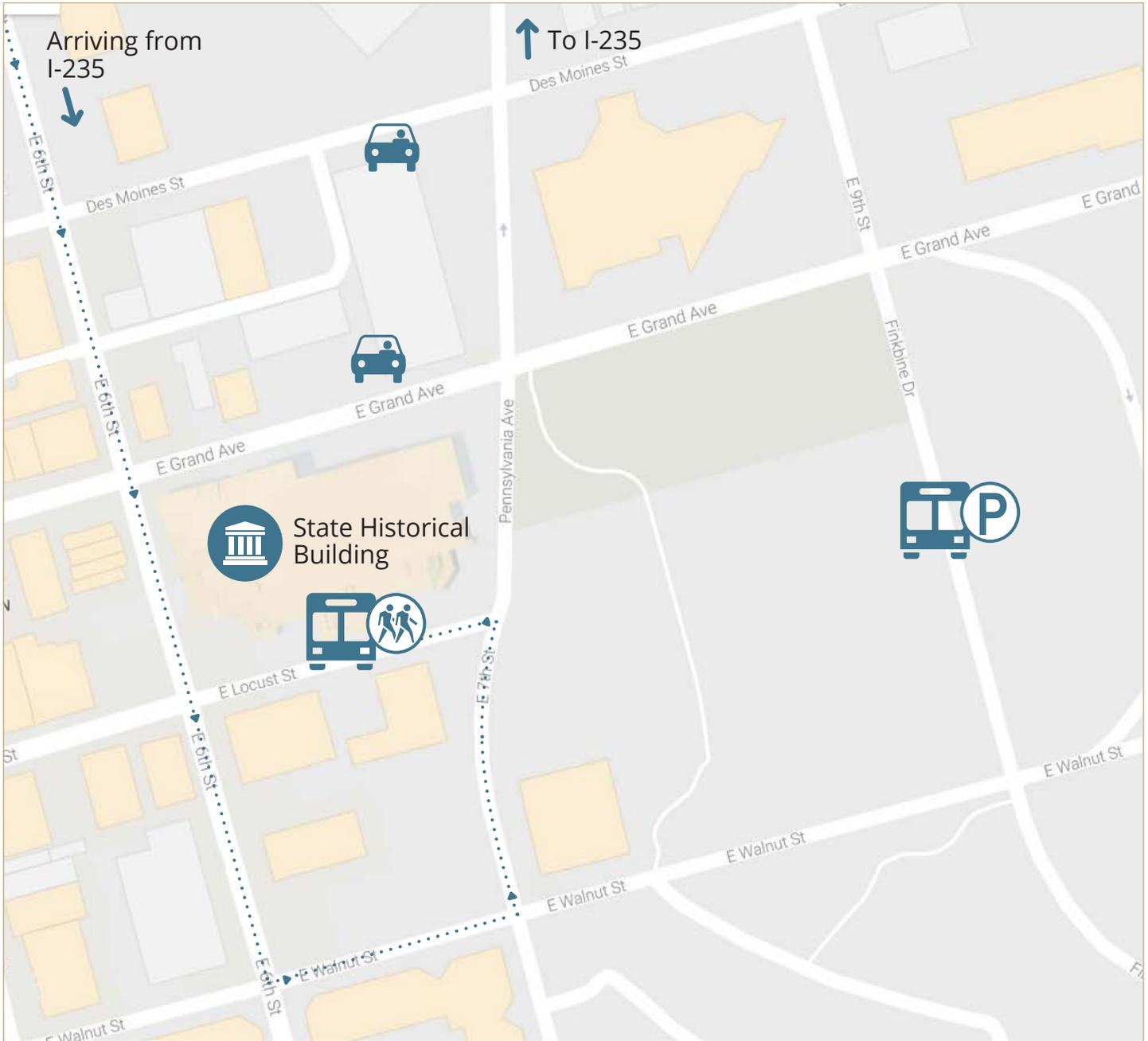
- The State Historical Museum has two restrooms located in the ground-floor atrium. One restroom is located on each floor above.
- If you park your bus on Finkbine Drive, the nearest restrooms are on the ground floor of the Capitol.

### East Village Restaurants

- Scenic Route Bakery, 350 E. Locust St.
- The Village Bean Coffee Co., 305 E. Fifth St.
- Cafe Barattas, State Historica Building, 3rd Floor
- Tacopocalypse, 407 E. Fifth St.
- Jimmy John's, 422 E. Locust St.
- Zombie Burger + Drink Lab, 300 E. Grand Ave.

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