

Field Trip Resource Guide

Fall 2026

We are committed to providing a meaningful educational experience for you and your students that enhances and supports your teaching of history, industry, culture, and art. Shelburne Museum's varied collections are valuable tools for learning, exploration, and self-expression. Educators who connect with Shelburne Museum will have the opportunity to expand their own understanding of the stories our collections have to tell and the ways that art and material culture can support standards-based classroom learning. We welcome public, private, and homeschool students in grades pre-K to 12 and beyond.

This season, our rates are as follows:

- **Self-Guided Visits:** Admission fees are **\$5 per student**.
 - Teachers and school staff are admitted free.
 - Chaperones admitted free up to a ratio of 1 chaperone per 10 students (**\$5 per chaperone** above 1:10 ratio). This will be included in your invoice.
- **Guided Visits:** Admission fees are **\$7 per student** (includes dedicated guide for your group and any necessary materials)
 - Teachers and school staff admitted free.
 - Chaperones admitted free up to a ratio of 1 chaperone per 10 students (**\$5 per chaperone** above 1:10 ratio). This will be included in your invoice.
- **Homeschool Visitors:** Admission fees are **\$5 per student** for **Self-Guided visits**, and **\$7 per student** for **Guided visits**.
 - One adult per family is admitted free. Additional adults per family are **\$5 each**.
 - The discounted \$5 admission rate for Self-Guided homeschool visitors are honored daily during the time that most public schools are in session during Shelburne Museum's 2026 season: from Monday, May 11 to Friday, June 19 and from Monday, August 24 to Friday, October 23.

We are committed to making Shelburne Museum learning experiences accessible to all. Please reach out if you need assistance covering admission fees. We also welcome inquiries about accessing funding available to help defray transportation costs.

You'll find all the necessary information to help you prepare for a successful field trip in this guide. Thank you for reading it carefully and sharing relevant information with your students and other adult leaders before arriving at Shelburne Museum. If questions or concerns remain, please do not hesitate to contact **Sara Wolfson, School and Youth Programs Educator**, at education@shelburnemuseum.org or 802-985-0922.

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Arrival Information

- Shelburne Museum is located at 6000 Shelburne Road, Shelburne, VT 05482
- Self-Guided visitors are welcome beginning at 10 a.m.
- Guided visit arrival times will be discussed on an individual basis.

If travelling by bus:

- Groups arriving by bus will drive up to the circle in front of the Museum Store. See arrival map on the following page.
- We encourage drivers to shut off bus engines to keep the air clean for our staff and visitors. A member of the Shelburne Museum education staff will greet the group leader outside, or on the bus in case of inclement weather. Please wait for directions from our education staff before unloading students.
- After unloading students, buses may park in any of the lots at the far southern end of our parking area.

If travelling by car:

- Groups arriving by car will park in the parking lot. Please assemble students into one group on the grass by the East Gate (see map).
- A member of the Shelburne Museum education staff will greet the group leader and give your group a brief orientation before welcoming your group onto the grounds through the East Gate.



Check-In, Payment, and Orientation Information

- **Check-in and payment**
 - **When you arrive, please be prepared to share your final numbers of students, faculty/staff, and parent chaperones in your group.** It is helpful to us if you can share the number of adults in two separate categories: teachers/staff, and parent chaperones. Bus drivers are welcome to visit the Museum free of charge! Just be sure to include them in your count of teachers/staff. Thank you for your cooperation!
 - We ask that school groups do not pay onsite, unless arranged prior to the visit. Instead, **groups will be invoiced after the visit.** The Museum's finance department will bill your school directly.
 - We also ask that **parent chaperones do not pay individually on site**, unless arranged prior to the visit. If you have additional chaperones attending at the \$5 per additional chaperone rate, we will include them in your invoice.
 - **If paying onsite** (applicable to homeschool families and groups who arranged an onsite payment), the Museum Store/Admissions accepts cash, check, or credit cards. There will be an additional 3% fee if paying by credit card.
- **Orientation & Restrooms**

- After students unload the bus/vehicles, a member of the Shelburne Museum education staff will provide your group with a brief orientation in a location that will be determined upon arrival.
- **We ask that students refrain from using the restrooms until after the orientation is complete to ensure a brief and efficient arrival process.** After the orientation is complete, see arrival map for the closest restroom to the entrance.

Backpacks, Lunch Storage & Lunch Seating:

- We understand that you will be eager to lighten your load upon arrival. We ask that you store backpacks and lunches in the cubbies outside the Weathervane Café. The Museum has wagons you may use to transport your gear. You are welcome to bring your own wagons, as well. In case of inclement weather, Museum staff will share alternative bag storage locations with you.
- Backpacks and large bags are not allowed in most Museum buildings. If you prefer to wear your backpack as you travel across the grounds, you may be asked to leave it outside the buildings you are visiting. **Exceptions will be made to the backpack policy if they are needed to carry EpiPens or other medications/medical devices. Museum staff may ask you to carry your medically-necessary backpack at your side or to wear it on your chest to protect our fragile collections. **
- We invite you to eat lunch at the picnic tables outside of the Weathervane Café. In case of inclement weather, you may eat lunch in the shelter of the Shaker Shed or in the basement of the Round Barn, if available. Museum staff will confirm availability alternative locations upon arrival.

Departure Information

We encourage groups to depart through the East Gate, which is the gate you used to enter the grounds at arrival. It will likely be locked when you are ready to leave, however. An adult from your group can go into the store and let a member of the Museum Store staff know that you are ready to leave. They can open the gate for your group.

Field Trip Checklist

Before your visit, we ask that you do the following:

- ☐ Complete the [Fall School Group Information Form](#) no later than one week before your visit.
- ☐ Review this Field Trip Resource Guide and share with all teachers/school staff attending.
- ☐ Please share the [Self-Guided Visit Chaperone Guide](#) with all parent/guardian chaperones attending (if applicable).
- ☐ Please share the [Guided Visit Chaperone Guide](#) with all parent/guardian chaperones attending (if applicable).
- ☐ Review the [Self-Guided Visit Guide](#) (if applicable).
- ☐ For Self-Guided visits, create small groups for each teacher/chaperone. Groups should consist of no more than 10 students per adult. If you are participating in a Guided Visit, group sizes will be planned with our education team prior to the visit.
- ☐ Check the [weather](#) and prepare accordingly—you will be spending time outside!
- ☐ Review [Museum Manners](#) with students—you may use this slideshow.

Please plan to bring:

- ☐ If writing/drawing during your visit, please bring pencils, as pens, markers, and colored pencils are not permitted in our galleries.
- ☐ Plan to bring lunches instead of trying to purchase lunch onsite. Please note that we cannot provide refrigeration, so please plan accordingly. More information about lunch storage is provided on pg. 4.
- ☐ Water bottles. See FAQ on pg. 6 for more information.
- ☐ Weather appropriate clothing and footwear.
- ☐ Final attendance numbers (# of students, # of teachers/staff, # of parent chaperones), and be ready to share them with Museum staff when you arrive. It is helpful to us if you can share the number of adults in two separate categories: teachers/staff (including bus driver) and parent chaperones.

After your visit you may:

- ☐ Complete our feedback survey. This will be sent via email after your visit.
- ☐ Share student learning with Shelburne Museum! We love receiving artwork/cards/writing from students about their visit. You may mail any student creations would you like to share to:
Shelburne Museum, c/o Education, PO Box 10, Shelburne, VT 05482

Frequently Asked Questions

How long should we plan to visit the Museum?

There's a lot to see, so try to stay as long as you can! For Self-Guided Visits, we recommend spending at least three hours at the Museum. For Guided Visits, the recommended time will be discussed during the planning/scheduling process.

What if our plans change and we need to cancel or reschedule our visit?

It happens. We understand. Please notify us as early as possible if you will not be visiting as scheduled. You may email Sara Wolfson at education@shelburnemuseum.org or call at 802-985-0922. If you would like to reschedule, please let Sara know and we will do our best to find another day that works. There is no fee or penalty for cancelling or rescheduling your visit.

How should I dress for a visit to the Museum?

A visit to Shelburne Museum requires walking on gravel paths with some small hills. You will be outside as you travel across the grounds. Wear comfortable shoes and be prepared for the weather (rain gear, hat, sunscreen, jacket, etc.). It's always a good idea to check the [weather forecast](#) before your visit.

Are the grounds accessible to people with mobility limitations? See "Accessibility" on pg. 8 for more information.

Should we bring water bottles?

Please do! If you run out of water during your visit, there are water fountains you may use for a refill. However, be aware that you will be asked to leave your water bottle outside of many of our buildings and gallery spaces.

Can we use the Museum shuttle?

The shuttle has very limited seating. We ask that school groups refrain from using the shuttle. Exceptions will be made for mobility needs. Please see our Accessibility information on pg. 8 for more information on accommodation for visitors with mobility limitations.

Can we ride the Carousel?

Absolutely! The Carousel will be open from 11:00 a.m. to 3:00 p.m. during the 2026 season and will operate with limited capacity. Student riders will be given priority. Teachers and chaperones may ride as needed to support students, and additional adult riders will be accommodated as space permits. Please limit students to one ride per visit. Thank you for your cooperation!

Those big, grassy fields look really inviting? Can we walk/run/play games on them?

It's fine with us if it's ok with you! Please be mindful of the gardens and landscaping, however. **Please do not allow students to climb trees.**

Can students and parent/guardian chaperones with their own transportation stay at the Museum after their school buses depart?

Of course! Your participation in any of our school programs includes admission to the Museum for the entire day. Please be sure to let your child's teacher know. The Museum closes at 5 p.m.

Can we shop in the Museum Store?

Yes. The Museum Store is open daily from 10:00 a.m. to 5:00 p.m. Adults must accompany children in the store. Please be aware that space is limited, so we ask that you visit the store in groups of 8 students or fewer. If there are other student groups in the store when you arrive, please wait until they are done before taking your turn to shop. We appreciate your cooperation.

Can we get food or drinks at the Weathervane Café? You are welcome to purchase food and drinks at the Weathervane Café. However, navigating this process with groups of children can be challenging, so please plan accordingly.

Chaperone Guides

We appreciate you taking the time to share this Field Trip Guide with all teachers and staff who are attending your field trip. We have also developed these shorter guides specific to parent/guardian chaperones. Please share the applicable guide with all parent/guardian chaperones who will be attending. Thank you for your support in ensuring everyone has the information they need for a successful visit!

- [Self-Guided Visit Chaperone Guide](#)
- [Guided Visit Chaperone Guide](#)

Museum Manners

[Museum Manners \(Slideshow for students\)](#)

Please review the Museum Manners with students before your trip. Expect Museum staff and educators to reinforce these throughout your visit as needed.

- Food, drinks, and gum/candy are not allowed inside exhibition buildings.
- You may be asked by a guide or educator to leave your backpack or water bottle outside of some buildings. Please follow that expectation. **Exceptions will be made to the backpack policy if they are needed to carry EpiPens or other medications/medical devices. Museum staff may ask you to carry your medically-necessary backpack at your side or to wear it on your chest to protect our fragile collections. **
- Please do not touch the artwork and objects, unless instructed to do so. Help us protect our collection from the naturally occurring oils and dirt on our skin that can damage the artwork and objects.
- You may take pictures, but please no flash indoors!

- Follow your group's expectations on phone use.
- When sketching or taking notes, only pencils may be used in our galleries.
- Please follow any expectations shared by Shelburne Museum educators, guides, and guards.
- Walk slowly and carefully in exhibition buildings, which are filled with many fragile things. Keep your hands and bodies calm and quiet as you explore.
- As you explore the *Ticonderoga*, please walk and move carefully. Watch for steep stairs, high places, tight spaces, and areas where you could bump your head. Taking your time helps keep everyone safe.
- Use a quiet, inside voice (no louder than a "Level 2" voice) in exhibition buildings.
- Stay with your group!

Self-Guided Visits

Self-Guided visits allow you and your group to explore the Museum at your own pace and visit spaces that are most relevant to your interests and learning goals. Since there is a lot to see at Shelburne Museum, please click here for our [Self-Guided Visit Guide](#). You may reach out to Sara Wolfson, School and Youth Programs Educator at education@shelburnemuseum.org or 802-985-0922 with questions and for help with planning your visit.

Guided Visits

During the fall season, we are thrilled to offer four Guided Visit workshops exploring themes in visual arts, geography, and STEM. These visits provide excellent opportunities for smaller groups to dive deeper into a topic under the guidance of Shelburne Museum educators. For more information on Guided Visits, please visit our [website](#).

Accessibility

Shelburne Museum is committed to enhancing accessibility and inclusion for our visitors and community. Our education team is prepared to support school groups in making a visit to Shelburne Museum successful and enjoyable for all students and adults. Full details on accessibility including a Physical Accessibility Guide and a Social Narrative Guide for School Visits, at Shelburne Museum can be found on our [Accessibility webpage](#).

Please reach out to our education team at education@shelburnemuseum.org with any questions assistance in planning for any necessary accommodations.

Educational Resources

Please visit our [Educational Resources](#) webpage for a variety of resources to support your visit and extend your learning.