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**SCHOOL VISIT BOOKING FORM**

**School Visit Booking**

* Booking requests must be made **at least 5 weeks prior to your visit**. Kindly visit [our website](https://www.singaporeartmuseum.sg/) to better understand SAM’s current, ongoing exhibitions and Learning Gallery offerings.
* Email this form and the questionnaire to [**learning@singaporeartmuseum.sg**](mailto:learning@singaporeartmuseum.sg).
* Your email subject should include “**School Visit Booking**” and your **school's name**.
* **All educational visits are confirmed only upon email notification from SAM**.

**Pre-Visits**

* Booking of School Visit:
  + Teacher(s) to fill and submit the form to [**learning@singaporeartmuseum.sg**](mailto:learning@singaporeartmuseum.sg) 5 weeks prior to the visit .
  + Teacher(s) to receive the email confirmation from SAM’s Learning team for all visits.

**Teachers should ensure the following prior to the visit:**

* + Brief students on **museum etiquette as attached below**;
  + Students should leave their bags in school and bring a **small tote bag** to keep their pencil, sketchbook or worksheet (if applicable);
  + Students are not allowed to bring and consume their own food within the gallery;
  + Water bottles are allowed at TPD but not allowed when entering the gallery;
  + Students are encouraged to **use the toilet in schools** prior to boarding the bus;
  + Schools may drop off at the following locations if visiting:
    - SAM at Tanjong Pagar Distripark  
      Rear Entrance (facing Keppel Terminal), Blk 39 Keppel Road, #01-02 at Tanjong Pagar Distripark  
      A black wall with white letters on it

      Description automatically generated 
    - The Learning Gallery at National Gallery Singapore  
      Padang Atrium, along St. Andrew’s Road, at National Gallery Singapore  
      A collage of a building

      Description automatically generated

**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 damage 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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| **LOCATION(S):** | |
| |  |  | | --- | --- | | **National Gallery Singapore**  1 St Andrew's Rd, Singapore 178957  Self-directed Visit  Guided visit  **EXHIBITION(S)/ ARTWORK(S):**     ***The Learning Gallery*** Level 4, Theatrette Project Space,  National Gallery Singapore Ongoing | **SAM at Tanjong Pagar Distripark**  39 Keppel Rd, #01-02, Singapore 089065  Self-directed Visit   Guided Visit *(only available 3 weeks after exhibition opening date)*  **EXHIBITION(S)/ ARTWORK(S):**    ***Proof of Personhood: Identity and Authenticity in the Face of Artificial Intelligence*** Gallery 3, SAM at TPD Ongoing till 25 February 2024  ***Ho Tzu Nyen: Time & the Tiger*** Gallery 1&2, SAM at TPD  Ongoing till 3 March 2024  **Public Art**  Various Locations around Tanjong Pagar Distripark  Ongoing   * *Creatif Compleks* * *Prove You Are Human* * *The Oort Cloud and the Blue* * *Mountain: Edition Tanjong Pagar Distripark* * *Wayang Spaceship* |   Visit [our w](https://www.singaporeartmuseum.sg/art-events#exhibitions)ebsite for more information about the current exhibitions. \**For visits to other venues, please write to* [*learning@singaporeartmuseum.sg*](mailto:education@singaporeartmuseum.sg) | |
| **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 Learning at 6697 9776** if your group encounters any issues on-route to location.) | |
| Please indicate your preferred date(s) and timing(s) for your visit. | |
| **1st Choice for School Visit:** **Date of Visit:** Click or tap to enter a date. **Time of Visit:** Click or tap here to enter text.  Morning (between 10.30 am – 12.00 pm)   Afternoon (between 2.30 – 4.30 pm) | **2nd Choice for School Visit:** **Date of Visit:** Click or tap to enter a date. **Time of Visit:** Click or tap here to enter text. Morning (between 10.30 am – 12.00 pm)  Afternoon (between 2.30 – 4.30 pm) |

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

**QUESTIONNAIRE FOR SCHOOL**

**Has your 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. |

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