

SCHOOL GROUP VISIT INFORMATION SHEET

Permanent Exhibition venue

Singapore Chinese Cultural Centre
1 Straits Boulevard, Singapore 018906

- I. SCCC Kwan Im Thong Hood Cho Temple Gallery, Level 2
- II. Area outside SCCC Multi-Purpose Hall, Level 7

Visiting Hours

The gallery is open daily from 10am* – 8pm. Last admission is 45 minutes before closing time.

*School groups may request to visit the exhibition earlier at 9am. A minimum of 20 students is required for such requests.

Admission

Admission to the exhibition is free.

Fees for guided programmes

- Fees for guided tours are \$10 – \$15 per student (excluding GST).
- Fees for guided tours with workshops are \$15 – \$20 per student (excluding GST).
- No fees are required for self-guided visits.

Gallery capacity

- For large groups, students should be in smaller groups of 20 or less, with each group accompanied by 1 teacher. This grouping should be done by the teacher prior to the actual day visit.
- Teachers may bring up to a maximum of 40 students to the exhibition in one visit.

Gallery etiquette

Please brief your students on gallery etiquette before your visit.

- Eating and drinking are not allowed on the gallery premises.
- Please do not run or play in the gallery to prevent the possibility of damaging the works.
- Please be considerate and dispose your rubbish in the bins provided.
- Please ensure that the noise level is kept at a minimum by not shouting or talking loudly in the gallery.
- Please be mindful of keeping doorways and hallways accessible to other visitors.
- Please touch the interactive displays with care and do not lean on any showcases.
- Photography is permitted. Please refrain from using flash as strong light can damage sensitive materials.

Other notes for teachers

- Teachers or adults shall accompany students at all times to maintain discipline.
- The school shall be responsible for any misconduct by students, and damages incurred during the visit to the exhibition.

Planning your visit

- For all school visits, teachers should familiarise themselves with SCCC, its facilities and the exhibition brief.
- Teachers may indicate your preferred date and time for your visit in the form below.

Self-guided visit request

- Teachers may lead your students through the exhibition on your own.
- Booking requests must be made at least 3 weeks in advance.
- Teachers are encouraged to conduct activities at SCCC. However, no physical activities (e.g. games) should be conducted unless prior permission is granted.
- Please note that public guided tours are strictly for walk-in visitors, and not for school groups.
- Teachers interested in guided tours for school groups may make a booking request using the **Guided Tour Form**.

Changes and cancellations

- Changes to requests must be sent at least 2 weeks before the date of the visit.

SELF-GUIDED VISIT FORM

Email this completed form and send to education@singaporeccc.org.sg.

Please title your email subject as "Self-guided visit" followed by your school's name.

All school group visits are confirmed only upon email notification from SCCC.

I have read and understood all the terms and conditions stated in the School Group Visit Information Sheet. Please notify all teachers accompanying the students on the day of the visit about this Information Sheet, especially the gallery etiquette.

1. Basic information

Name of School/ Organisation	Click or tap here to enter text.
Type of school/ organisation	<input type="checkbox"/> Government agency <input type="checkbox"/> Non-profit organisation <input type="checkbox"/> Private agency
Department	Click or tap here to enter text.
Teacher in-charge	Click or tap here to enter text.
Mobile number	Click or tap here to enter text.
Email address	Click or tap here to enter text.
Education Mailing List	We want to stay connected with you. Click here to sign up for our emails of upcoming educational programmes or let us know if you wish to be included: <input type="checkbox"/> Yes, please include me <input type="checkbox"/> No

2. Tour information

Date of visit	Click or tap here to enter text.
Time of arrival	Click or tap here to enter text.
No. of students	Click or tap here to enter text.
No. of accompany teachers	Click or tap here to enter text.
Choice of teaching materials during visit	<input type="checkbox"/> SCCC's teaching materials: <input type="checkbox"/> "The Learning Kid" for 5 – 8 years old <input type="checkbox"/> Artwork self-guide booklet for 13 – 14 years old <input type="checkbox"/> My own teaching materials <input type="checkbox"/> No teaching materials required
Planning visit	If you would like to visit the exhibition prior to your school group's visit, please state your preferred date and time here. <input type="checkbox"/> Yes. Specify date and time: Click or tap here to

	<p>enter text.</p> <p><input type="checkbox"/> No</p>
<p>Duration of group visit (Please arrive 15 minutes earlier to register your visit)</p>	<p>Please inform us of your estimated duration in the gallery for our scheduling purpose.</p> <p><input type="checkbox"/> 1 hour or less</p> <p><input type="checkbox"/> 1 – 2 hours</p> <p><input type="checkbox"/> more than 2 hours. Specify estimated duration: Click or tap here to enter text.</p>
<p>No. of students per level (K: Kindergarten; P: Primary; S: Secondary)</p>	
<p><input type="checkbox"/> N1: Click or tap here to enter text.pax</p> <p><input type="checkbox"/> N2: Click or tap here to enter text.pax</p> <p><input type="checkbox"/> K1: Click or tap here to enter text.pax</p> <p><input type="checkbox"/> K2: Click or tap here to enter text.pax</p> <p><input type="checkbox"/> P1: Click or tap here to enter text.pax</p> <p><input type="checkbox"/> P2: Click or tap here to enter text.pax</p> <p><input type="checkbox"/> P3: Click or tap here to enter text.pax</p> <p><input type="checkbox"/> P4: Click or tap here to enter text.pax</p> <p><input type="checkbox"/> P5: Click or tap here to enter text.pax</p> <p><input type="checkbox"/> P6: Click or tap here to enter text.pax</p> <p><input type="checkbox"/> Special Education Schools: Click or tap here to enter text.pax</p> <p><input type="checkbox"/> International Schools: Click or tap here to enter text.pax</p>	<p><input type="checkbox"/> S1: Click or tap here to enter text.pax</p> <p><input type="checkbox"/> S2: Click or tap here to enter text.pax</p> <p><input type="checkbox"/> S3: Click or tap here to enter text.pax</p> <p><input type="checkbox"/> S4: Click or tap here to enter text.pax</p> <p><input type="checkbox"/> S5: Click or tap here to enter text.pax</p> <p><input type="checkbox"/> Year 5: Click or tap here to enter text.pax</p> <p><input type="checkbox"/> Year 6: Click or tap here to enter text.pax</p> <p><input type="checkbox"/> Post-Secondary (JC, ITE, etc): Click or tap here to enter text.pax</p> <p><input type="checkbox"/> Tertiary (Polytechnics, Universities): Click or tap here to enter text.pax</p> <p><input type="checkbox"/> Others(please specify): Click or tap here to enter text.pax</p>
<p>Objectives of visit</p>	<p><input type="checkbox"/> School Excursion</p> <p><input type="checkbox"/> Field-based Learning</p> <p><input type="checkbox"/> Historical Investigation</p> <p><input type="checkbox"/> National Education</p> <p><input type="checkbox"/> Post-examination Learning Journey</p> <p><input type="checkbox"/> Others(please specify): Click or tap here to enter text.</p>
<p>Additional information/ Requests (if any)</p>	