**SELF-GUIDED VISIT INFORMATION SHEET**

**SINGAPO人exhibition venue**

Singapore Chinese Cultural Centre (1 Straits Boulevard, Singapore 018906)

1. Level 2 (SCCC Kwan Im Thong Hood Cho Temple Gallery)
2. Level 7 (SCCCI Multi-Purpose Hall Foyer)

**Visiting Hours**

Monday : 2pm – 8pm

Tuesday to Sunday : 10am\* – 8pm

\*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**

* Self-guided visits do not incur any fees.

**Gallery capacity**

* Check with the SCCC education team on the current Safe Management Measures.
* Teachers may bring up to a maximum of 40 students to the exhibition in one visit.

**Gallery etiquette**

Watch the etiquette video with your students prior to your visit.

* In English: <http://bit.ly/en-etiquette>
* In Mandarin: <http://bit.ly/zh-etiquette>

Please brief your students on gallery etiquette before your visit.

* Do not eat or drink in the gallery.
* Walk lightly.
* Be considerate and dispose your rubbish in the bins.
* Be mindful of other visitors by keeping your noise level to a minimum.
* Keep doorways and hallways accessible to other visitors.
* Touch the interactive displays with care.
* Photography with flash is permitted.

**Other notes for teachers**

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

**Planning your visit**

* It is recommended that teachers visit the exhibition to familiarise yourselves with our Centre, facilities and the exhibition.
* Teachers can indicate your preferred date and time if you plan to visit the exhibition prior to your scheduled school group visit.

**Booking request**

* Teachers may lead your students through the exhibition on your own.
* Booking requests must be made at least 3 weeks prior to the visit.
* Teachers are encouraged to plan your own learning programmes. However, if you are planning physical activities (e.g. games), do let us know in advance.
* Please note that public guided tours are strictly for members of the public, and not for school groups.

**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 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 confirmation from SCCC.**

[ ]  ***I have read and understood all the terms and conditions stated in the Self-Guided Visit Information Sheet. Please notify all teachers accompanying the students as well.***

1. Basic information

|  |  |
| --- | --- |
| **Name of School/ Organisation** | Click or tap here to enter text. |
| **Type of school/ organisation** | [ ]  Goverment agency[ ]  Non-profit organisation[ ]  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](https://goo.gl/forms/WAZWFHqPdg1jgR1s1) to sign up for our emails of upcoming educational programmes or let us know if you wish to be included:[ ]  Yes, please include me[ ]  No  |

1. Booking request details

|  |  |
| --- | --- |
| **Date**  | Click or tap here to enter text. |
| **Time**  | 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. |

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| **Choice of teaching materials during visit** | [ ]  SCCC’s teaching materials:[ ]  “The Learning Kid” for 5 – 8 years old. Find out more: lesson plans in [English](http://bit.ly/en-TheLearningKid) and [Chinese](http://bit.ly/zh-TheLearningKid). [ ]  “The SINGAPO人 Hunt Little Explorer” for 5 – 9 years old. [ ]  “The Great SINGAPO人 Adventure” for 10 years old and above. [ ]  My own teaching materials.[ ]  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.[ ]  Yes. Specify date and time: Click or tap here to enter text.[ ]  No |
| **Duration of group visit****(Please arrive 15 minutes earlier to register your visit)** | Please inform us of your estimated duration in the gallery for our scheduling purpose.[ ]  1 hour or less[ ]  1 – 2 hours[ ]  More than 2 hours (specify duration): Click or tap here to enter text. |
| **No. of students per level** **(K: Kindergarten; P: Primary; S: Secondary)** |
| [ ]  N1: Click or tap here to enter text.pax[ ]  N2: Click or tap here to enter text.pax[ ]  K1: Click or tap here to enter text.pax[ ]  K2: Click or tap here to enter text.pax[ ]  P1: Click or tap here to enter text.pax[ ]  P2: Click or tap here to enter text.pax[ ]  P3: Click or tap here to enter text.pax[ ]  P4: Click or tap here to enter text.pax[ ]  P5: Click or tap here to enter text.pax[ ]  P6: Click or tap here to enter text.pax[ ]  Special Education Schools: Click or tap here to enter text.pax[ ]  International Schools: Click or tap here to enter text.pax | [ ]  S1: Click or tap here to enter text.pax[ ]  S2: Click or tap here to enter text.pax[ ]  S3: Click or tap here to enter text.pax[ ]  S4: Click or tap here to enter text.pax[ ]  S5: Click or tap here to enter text.pax[ ] Year 5: Click or tap here to enter text.pax[ ] Year 6: Click or tap here to enter text.pax[ ]  Post-Secondary (JC, ITE, etc): Click or tap here to enter text.pax[ ]  Tertiary (Polytechnics, Universities): Click or tap here to enter text.pax[ ]  Others (please specify):Click or tap here to enter text.pax |

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| **Learning objectives**  | [ ]  School Excursion[ ]  Field-based Learning[ ]  Historical Investigation[ ]  National Education[ ]  Post-examination Learning Journey[ ]  Home-based Learning[ ]  Others (please specify): Click or tap here to enter text. |
| **How did you know about us?**  | [ ]  Social media (please specify): Click or tap here to enter text.[ ]  SCCC Education mailing list[ ]  Word of mouth[ ]  Others (please specify): Click or tap here to enter text. |
| **Additional information/ requests (if any)** |  |