



SEAPORT TOURS

Dear Chaperone:

Thank you for assisting with your schools fieldtrip to the Seaport at the Port of Seattle. We appreciate your willingness to help. Over the past years we have worked with thousands of groups and have found some practices that help make the tour successful. Please review this list and use it as a guide for your visit.

- **You should have an assigned group of students.** Please mentally check attendance at each stop as you prepare to move to another place. It is important that your group stays together and moves together.
- **Encourage your group to listen quietly and to wait for appropriate moments to speak.** A quiet signal like a touch on the shoulder for a disruptive talker is much less disturbing than a verbal reminder to be quiet.
- **During the fieldtrip students may be completing several tasks.** You will need to check progress and offer suggestions.
- **There are many rules of maritime safety, which need to be reinforced.** The ship's crew will give special instructions but you should encourage students to be seated and quiet during the narrated tour. Children should not run. They should only stand and walk if they've been given permission to go to the restroom. They may have many tasks to complete during this time.
- **Please respect our requests while on the tour.** We try to provide the students with a quality educational experience; we ask you to provide the necessary discipline.
- **Chaperones are more focused when they keep charge of their small groups.** Younger siblings needing attention can distract even the best chaperones from this important responsibility. So we request that you leave siblings and strollers at home.
- One of the things we've observed is that **chaperones who reinforce appropriate behavior in a positive way** -- such as complimenting good children (Example: I like the way Johnny listens carefully each time our guide speaks) -- **are the ones with the best-behaved groups. These students benefit the most from the tour.**
- **Be a good role model for the students during the tour.** Listen while the tour guide is speaking and do not consume food/beverages during the tour.
- **Leave the window seats for the kids,** by sitting in the middle of the boat.

Thank you for your willingness to help. Have a great tour!

**Sea-Air School
Port of Seattle**

See Student Expectations on the following page.



STUDENT EXPECTATIONS FOR A FIELDTRIP TO THE SEAPORT AT THE PORT OF SEATTLE

The Port services are unique because of the combination of businesses involved in the shipping industry: steamship lines, rail and truck carriers, freight forwarders, customhouse brokers and stevedores.

Students will learn about:

- ★ the facilities of the Seaport of Seattle
- ★ the functions of the Port of Seattle
- ★ the history of the Port of Seattle and changes, which have taken place
- ★ the careers of people who work on the Seaport side of the Port of Seattle

We expect students to:

1. Wait quietly before instructions are given.
2. Obey any requests made by the speakers and guides.
3. Listen attentively and politely to all speakers and guides.
4. Raise a hand if they wish to ask a question.
5. Remain seated during the classroom section of the boat trip.
6. Take notes which will be shared with the rest of the class.
7. Stay together as a group while moving around the boat.
8. Walk at all times- no running.
9. Hold on to the handrails when going up and down the stairs. The boat can rock from waves at anytime.
10. No eating or drinking during the boat trip.
11. Leave music devices, cell phones, beepers or other distractions at home.

The Port of Seattle is happy to welcome you. We have made arrangements that will make this an educational trip and a fun cruise, so long as we all obey the rules listed above.