

2023-2024

SCHOOL TOUR INFORMATION GUIDE

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GUIDED SCHOOL TOURS

All Guided School Tours are from 10am-12pm, Monday-Friday*

**If a school tour is booked on a Monday, please note that the museum is not open to the general public. Atlanta History Center will provide schools full access to the designated tour areas. However, additional spaces, exhibitions, historic homes, gardens, and the museum shop will be closed. The outdoor picnic areas are still available for groups that choose to have lunch onsite.*



Georgia Farm Life

Learn about the lives of enslaved peoples through historic buildings, tactile experiences, and exciting encounters with museum interpreters.



We Are Still Here

We are Still Here explores the history of the Cherokee people and their contemporary culture.



The Price of Freedom

Students will contemplate whether the Civil War was worth the cost to our nation through historical simulations and performances.



Fight for Your Rights

Explore the Civil Rights era and connect it to social movements throughout time.

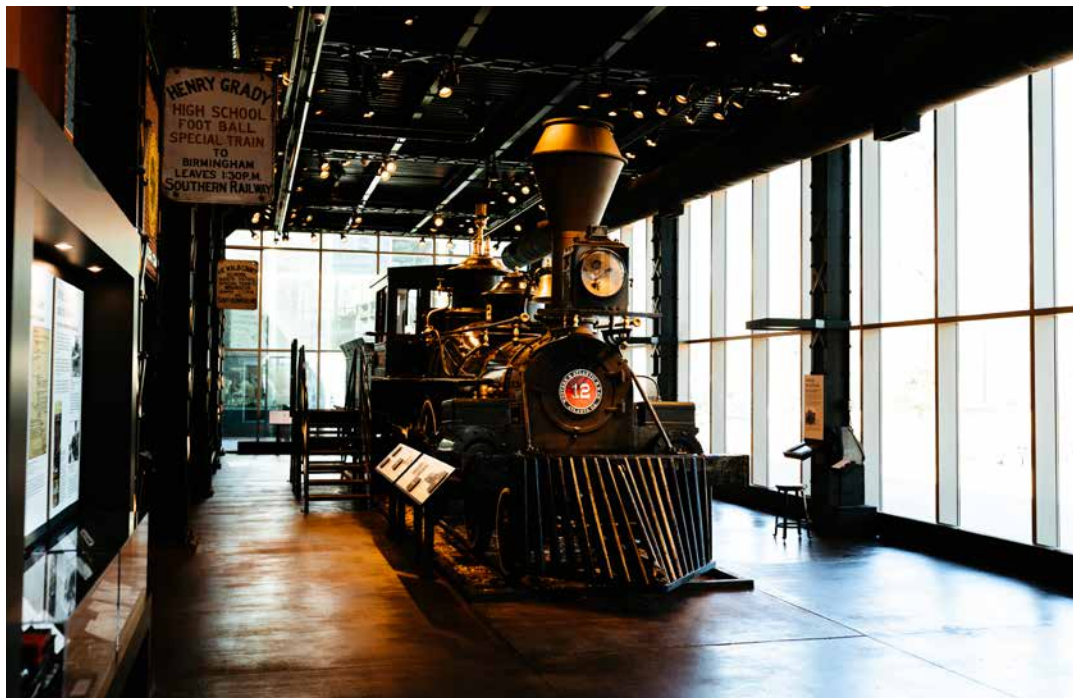
Request Onsite
School Tour

- Price: \$10 per student
- Student-Chaperone Ratio: 1 FREE chaperone for every 10 students
- Additional Chaperones: \$10
- Title 1 schools receive free guided tours for the 2023-2024 school year, dependent upon availability of grant funding. Each month, availability is limited.

Tours must be requested at least three weeks in advance

For questions or concerns, please email schooltours@atlantahistorycenter.com

SELF-GUIDED SCHOOL TOURS



For groups of 10 or more, self-guided tours allow groups the opportunity to spend as little or as much time as they like on our 33-acre campus. The all-inclusive ticket includes access to the Atlanta History Museum, the 1860s era Smith Family Farm property, the 1928 Swan House mansion, and 22 acres of gardens.

Teachers interested in a self-guided tour may request a free teacher planning visit when registering for a tour. Educators are encouraged to create their own lesson plan prior to their field trip. This offer only applies to teachers scheduling self-guided tours.

Request Onsite
School Tour

***Tours must be requested
at least three weeks in
advance***

- Price: \$9 per student
- Student-Chaperone Ratio: 1 FREE chaperone for every 5 students
- Additional Chaperones: \$9

For questions or concerns, please email schooltours@atlantahistorycenter.com

FREQUENTLY ASKED QUESTIONS

How do I request a school tour?

Guided school tours- please fill out a request form [here](#).
Self-guided tours may fill out this form [here](#).

What is the minimum group size?

A minimum of 10 students is required for the school discount.

When is our payment due?

A non-refundable \$75 deposit is due 14 days after confirmation is received.
Full payment is due 3 weeks prior to the date of your visit.

What if I need to cancel or reschedule my tour?

All cancellations forfeit the \$75 deposit. To reschedule your tour, you must notify the Atlanta History Center at least 3 days in advance of your tour date. Your payment can be applied towards your new date. There is a \$25 administrative fee to reschedule your tour.

Where can our school eat lunch?

Outdoor picnic areas are available on a first come, first served basis. Indoor lunch facilities are not available. In the case of inclement weather, lunches can either be eaten on the bus or back at school. School box lunches must be left on the bus until lunch time.

Where can our buses park?

There is designated bus parking located between the parking deck and roundabout. A Security Guard will be available for assistance when your school arrives.

Can we explore the museum after the tour?

Yes, admission to the Atlanta History Center gives you access to all 33-acres of campus. This includes the exhibits, Cyclorama, the 1860s era Smith Farm property, the 1928 Swan House mansion, and 22 acres of gardens. Due to size limitations, please remain in small groups when going through the Historic Houses.

ARRIVAL INFORMATION

Please read carefully before your visit and share with driver(s), other teachers, and chaperones. See map on page 8 for reference.

Drop-Off & Check-in

- Enter through the Andrews Drive gate and proceed to the right through the roundabout.
- When you begin to proceed up the hill, unload the students at the designated spot to the right. A museum employee will be there to assist.
- The main contact should check-in with Education staff during unload.
- Schools cannot check-in until 9:50am.

Parking

- School bus parking is available on-site. A Security Guard will be available for assistance.
- Park in the uncovered brick lot that is located on your right. It is in between the roundabout and the parking deck.
- Vans can park in either the parking deck or in the uncovered lot next to the deck.
- Cars should park in the parking deck.

To Andrews Drive Entrance

From North of Atlanta Going South on I-75

Take I-75 South to the West Paces Ferry Road exit 255. At the end of the exit ramp, turn left onto West Paces Ferry Road. Go approximately 2.8 miles. Turn right onto Andrews Drive and proceed through the first entrance on the left.

From North of Atlanta Going South on I-85

Take I-85 South to the Cheshire Bridge/Lenox Road exit 88. At the end of the exit ramp, turn right onto Lenox Road. Go approximately 1.9 miles until Lenox intersects with Peachtree Road. Turn left onto Peachtree Road. Go approximately 2 miles. At the intersection of Peachtree, Roswell, and West Paces Ferry Road, turn right onto West Paces Ferry Road. Go through two traffic lights. After the second light, look for Atlanta History Center on your left. Continue straight for approximately 0.2 miles, and turn left onto Andrews Dr. In 500 ft, the entrance will be to the left.

From South of Atlanta Going North on I-75 (Or From Downtown)

Take I-75 North to the West Paces Ferry Road exit 255. At the end of the exit ramp, turn left onto Northside Parkway. At the next light, turn right onto West Paces Ferry Road. Go approximately 2.8 miles. Turn right onto Andrews Drive and proceed through the first entrance on the left.

From South of Atlanta Going North of I-85

Take I-85 North. (I-85 and I-75 come together in downtown Atlanta.) When I-85 and I-75 split, follow I-75. Take I-75 north. Then follow the directions listed above as “From South of Atlanta going North on I-75.”

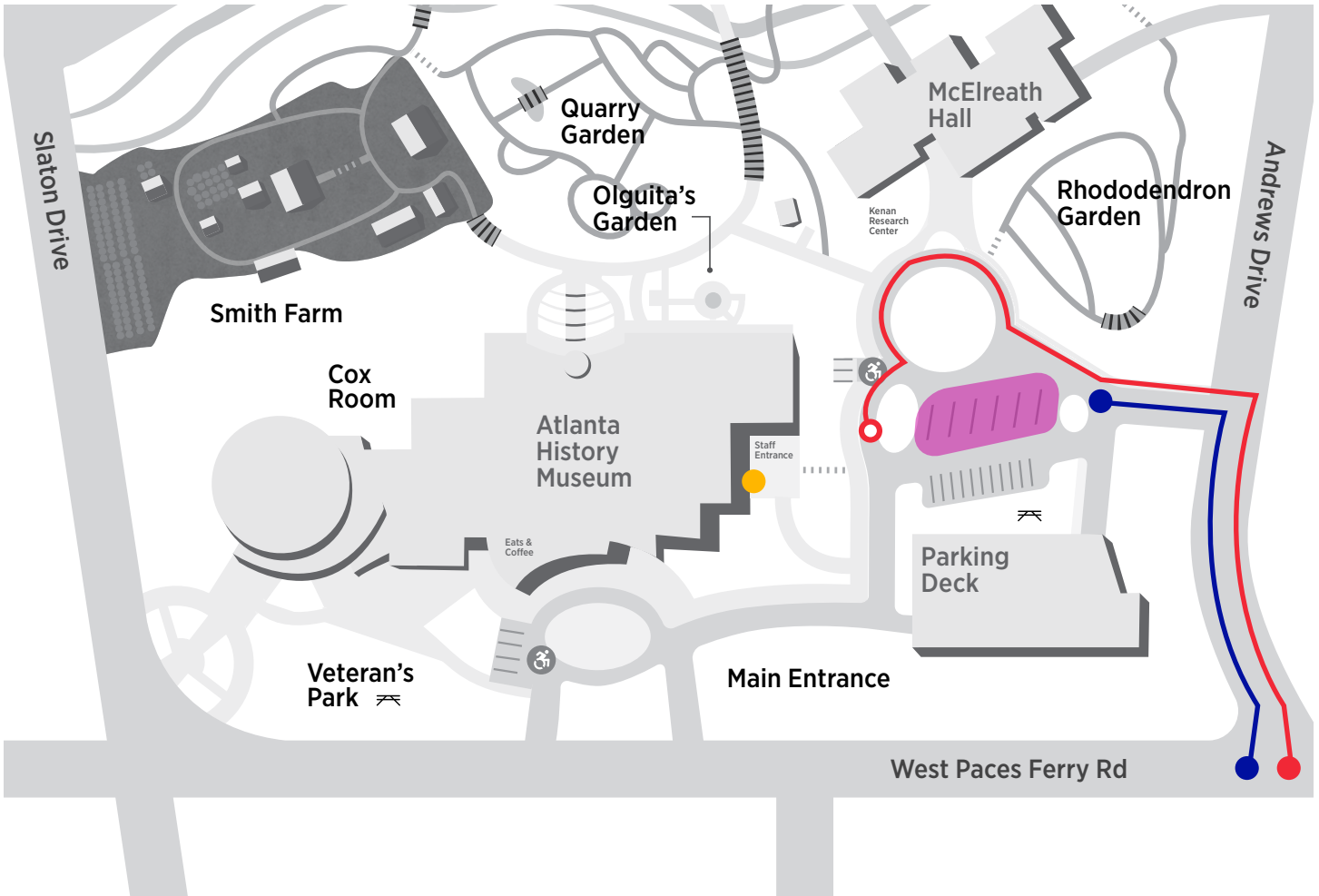
From 400 South

Take the Buckhead/Lenox exit; this is the first exit after the tollbooths. Turn right at the end of the exit ramp. At the second red light, turn left onto Piedmont Road. Turn right onto Peachtree Road. Go about one mile and turn right onto West Paces Ferry Road. After the second light, look for Atlanta History Center on your left. Continue straight for approximately 0.2 miles, and turn left onto Andrews Dr. In 500 ft, the entrance will be to the left.

From Downtown Atlanta

Go North on Peachtree Street (towards Buckhead). After approximately 6 miles, you will see a stone cathedral (St. Phillip's) that looks like it's in the middle of the road. Turn left onto Andrews Drive immediately before the cathedral. (Peachtree Road will curve sharply to the right at this point.) Continue on Andrews Drive for approximately 1.5 miles. The entrance will be on the right, just before the intersection of Andrews Dr. & W. Paces Ferry Rd.

DROP-OFF MAP



- Drop-off Area
- Education Lobby
- Bus Parking
- Entrance Path
- Exit Path

SCHOOL VISIT GUIDELINES

We want you and your students to have the best possible experience at Atlanta History Center. The following information should answer most of your questions. If you have further questions, please call 404.814.4110 or visit our website at atlantahistorycenter.com.

Chaperones

- Chaperones are essential to the success of any school tour.
- Guided tours require one adult per 10 students.
- Self-Guided tours require one adult per 5 students. Teachers/Chaperones must stay with their group at all times. They are responsible for the safety and behavior of their group.
- Atlanta History Center Security staff may monitor the behavior of a group.
- Please make sure that all cell phones are silenced during your tour.

Museum Rules

- Students must stay with their group at all times. An adult must accompany any and all students if they leave for any reason.
- Please keep your hands to yourself. Help us preserve museum artifacts for future generations!
- No gum, food, or drinks are allowed in the museum. These guidelines apply to outdoor tours, as well as indoor tours.

Lunch

- Indoor lunch facilities are not available.
- Outdoor picnic areas are available (first come, first served). In the case of inclement weather, lunches can either be eaten on the bus or back at school.
- School box lunches must be left on the bus until lunch time

Inclement Weather

- Please ensure that students are dressed appropriately, according to the daily weather report.
- In the event of severe weather, outdoor activities will not be substituted indoors, and your tour will be rescheduled.
- If schools are closed due to weather your tour will be rescheduled, or you will receive a full refund.

Medical Needs

- If any student requires medication, please bring the necessary items with you.
- Basic first aid kits are available throughout Atlanta History Center.

Accessibility

- The Atlanta History Museum and McElreath Hall are accessible to people with disabilities.
- Paved paths and ramps allow access to most of the site. Some historic sites used during school tours are not wheelchair accessible.
- For more information on accessibility, call 404.814.4110.

Museum Shop

- Museum Shop only accepts credit cards for purchase.
- The gift shop is located near the entrance to the museum, with items selling for \$1 and up.
- We do ask that an adult accompany 5 students at a time on their visit to the shop.

SAFETY GUIDELINES

Safety Procedures

Atlanta History Center is:

- Following CDC public health guidelines.
- Disinfecting public areas regularly.
- Promoting a low touch experience—some interactives are closed.
- Implementing digital wayfinding; click [here](#) to access our mobile campus map on your phone.
- Masks encouraged.

Safety Guidelines

- Stay home if you do not feel well or are exhibiting symptoms of COVID-19.
- Practice social distancing.
- Wash your hands frequently and practice good hygiene when coughing or sneezing.
- Follow all AHC staff instructions.

RULES OF CIVILITY

By visiting Atlanta History Center, you agree to refrain from the following:

- Any distracting or unsafe behavior that interferes with other visitors, staff, or volunteers
- Any historical costumes and/or period attire (unless approved by AHC in advance)
- Any violation of museum procedures or policies, including staff requests
- Any acts or conduct in violation of federal, state, or local laws, ordinances, or regulation

Atlanta History Center does not allow threatening, insulting or harassing behavior, or abusive language. This includes behavior and/or speech based on, but not limited to race, color, national origin, religion, gender, disability, age, citizenship status, ethnicity, veteran status, gender expression, gender identity, or sexual orientation.

By visiting AHC and/or an AHC event, you accept our Rules of Civility. You are further acknowledging that AHC reserves the right to deny or revoke access to any person who AHC believes is violating our Rules of Civility. Noncompliance may result in you being required to leave and being denied access to AHC in the future.