

Visit Guidelines

The
Nelson-Atkins
Museum
of Art

For School Tours and Studio Workshops

4525 Oak Street | Kansas City, MO 64111

TOUR PHONE: 816.751.1238

WORKSHOP PHONE: 816.751.1303

DIRECTIONS

NOTE: If you are driving a bus, please go up Oak Street to 45th Street to get to the Plaza entrance.

From the North. Take I-29 south to I-35 south. Exit at Southwest Trafficway, which is Exit 1A. Go south several miles. Immediately after 46th Street, turn left on Roanoke Parkway. Continue east for about 1-1/2 miles on 47th Street. Turn left on Oak Street, which is the first stoplight past Main Street. Entrance to the parking garage is off Oak Street.

From the Southeast. Take U.S. 71 north and exit at Swope Parkway/Brush Creek Blvd. Go through stoplight at Swope Parkway, then get in left lane and turn left at the next light, which is now Brush Creek Blvd. Continue west on Brush Creek Blvd. After passing Rockhill Road, the Museum will be on your right. Turn right on Oak Street. Entrance to the parking garage is off Oak Street.

From the Southwest. Take I-435 to I-35 north. Exit right at Shawnee Mission Parkway/U.S. 56 east, which is Exit 228B. Continue east several miles. After passing State Line Road, continue going east through the next light. **Note: Be careful to go through the stoplight and not veer to the right (south) onto Ward Parkway.** Once you go through the stoplight, move to one of the far right lanes on what is now Ward Parkway, and continue past the light at Wornall Road. Turn left at the next intersection, which is J.C. Nichols Parkway/Baltimore Avenue. Get in the right lane, go to the second light and turn right on Cleaver II Blvd. Go straight, then turn left at the second light, which is Oak Street. Entrance to the parking garage is off Oak Street.

From the East. Take I-70 west to I-435 south. Exit at Eastwood Trafficway, which is Exit 65, and turn right at end of ramp. Continue till road ends. Turn right at Blue Parkway, which is US-350, and go several miles. Continue west on Blue Parkway for several miles. Go through stoplight at Troost Avenue, at which point the street turns into Volker Blvd. Follow Volker Blvd. toward the Country Club Plaza. Turn right on Oak Street and continue north through stoplight at Cleaver II Blvd. Entrance to the parking garage is off Oak Street.

From the West. Take I-70 east to I-35 south. Exit at Southwest Trafficway, which is Exit 1A. Go south several miles. Immediately after 46th Street, turn left on Roanoke Parkway. Continue east for about 1-1/2 miles on 47th Street. Turn left on Oak Street, which is the first stoplight past Main Street. Entrance to the parking garage is off Oak Street.

MUSEUM ENTRANCES AND EXITS

School Bus Drop Off and Pick Up: Please note separate drop off and entrance points for Tours, Workshops and New Dimensions. See the circled areas of the building on the map below. Groups should exit through the same doors to meet their buses.

Tours: Please enter the Museum through the revolving doors at the Plaza entrance of the Bloch Building located off of 45th Street. Groups should exit through the same doors to meet their buses.

Workshops, New Dimensions and Community Programs: Please enter the Museum through the north doors of the Nelson-Atkins Building located off of 45th Street. Museum staff will greet your group in Kirkwood Hall. Groups should exit through the same doors to meet their buses.

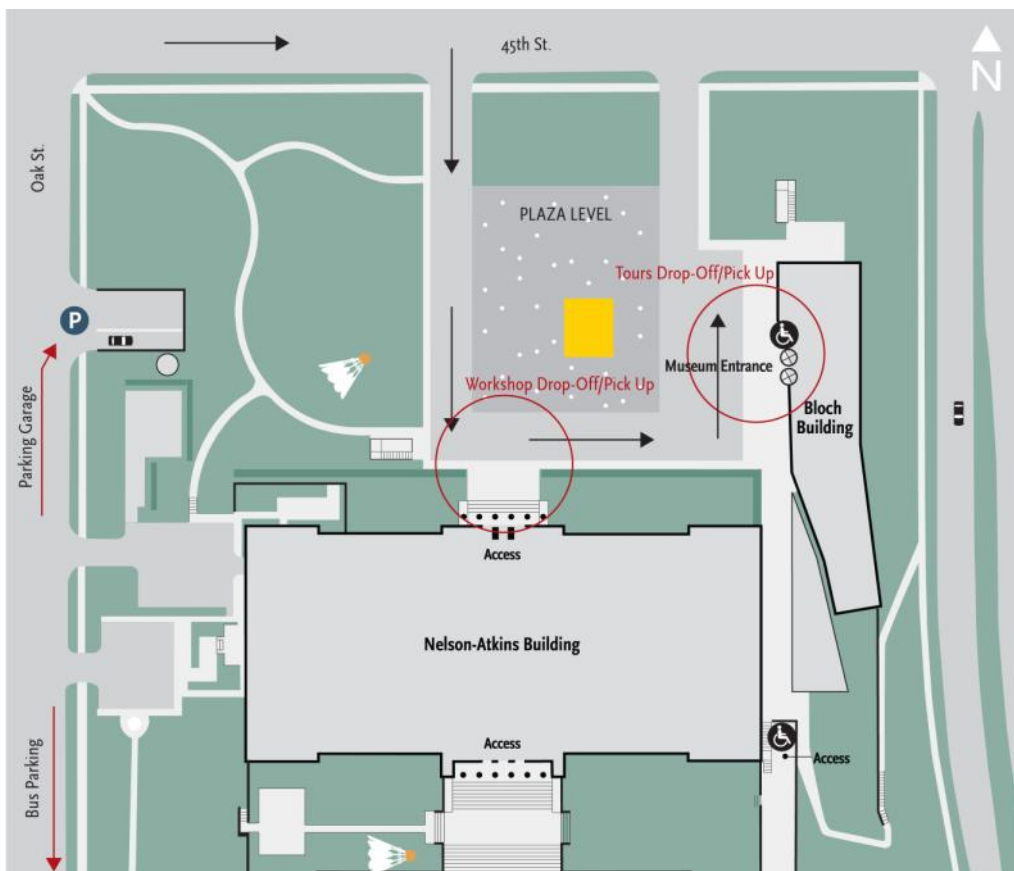
PARKING

Buses: After dropping students off on the Plaza at the appropriate entrance, turn right on 45th Street, proceed around the block, and park facing north on Oak Street in designated areas.

Vans: Limited parking is available on Oak Street. Vans parked in bus designated areas are subject to ticketing. Parking is available in the garage Wednesdays through Fridays for a fee of \$5 per vehicle.

Personal Vehicles: Parking is available in the Museum garage for a fee of \$5 per vehicle. Limited parking is available on Oak Street.

NOTE: *Parking is not available in the garage on Tuesdays.*



VISIT GUIDELINES

Visit Changes

Tours: If numbers of students change after initial booking, please notify the Tour Scheduler at 816.751.1238.

Workshops: Please contact the Ford Learning Center Assistant at 816.751.1303 with any changes in numbers of students. Changes must be received at least 3 business days prior to the workshop in order to receive a fee reduction. Fees are based on the student attendance on record. Increases to the number of students will be accommodated if space and staff allows.

NOTE: *Tours and Workshops will end at the scheduled time regardless of a group's arrival time.*

Visit Cancellation Policy

Please notify the Museum at least 3 days in advance if you need to cancel your visit.

Tours: When necessary, please call 816.751.1238 to cancel tours. We cannot guarantee a requested date or tour if rescheduling is necessary.

Workshops: The Ford Learning Center receives more requests for workshops than can be accommodated. Therefore, the following policies are strictly enforced:

- If you cancel 16 or more working days (Monday through Friday) before your scheduled date, no cancellation fees will be charged.
- If you cancel 6 to 15 working days before your scheduled date, you will be charged a cancellation fee of 40% of the total amount due, with a minimum of \$50.00.
- If you cancel less than 5 working days before your scheduled date or miss your scheduled workshop, you will be required to pay the total amount due for the workshop.
- If your workshop is rescheduled, you will pay the full fee for attending the rescheduled workshop and any cancellation fees.
- To cancel or reschedule a workshop, or if you need clarification on the policies, call the Ford Learning Center Assistant at 816.751.1303.

Inclement Weather

Museum Closing: In the event of inclement weather, the Museum will close if the University of Missouri Kansas City (UMKC) closes. Please reschedule with either the Tour Office or the Ford Learning Center Office if the Museum has been closed. Every effort will be made to reschedule as spaces are available.

School Closing: If your individual district closes due to inclement weather, you will not be held responsible for any workshop cancellation fees. Please reschedule with either the Tour Office or the Ford Learning Center Office if your school has been closed.

Gallery Guidelines

- Wear nametags during your Museum visit.
- Look, but do not touch the art.
- Use pencils only in the galleries.
- Leave coats, backpacks, and bags on the bus or check them at Coat Check.
A special location within the Museum is dedicated to group tours.
- Food, drink, candy and gum are prohibited in the galleries.
- Stay with your guide.
- Photography is welcome in the permanent collection galleries, but please do not use a flash.
- Use cell phones only in Kirkwood Hall, Bloch Lobby and food service areas.
- Arrive on time.
- Be considerate of others.

VISIT GUIDELINES, continued

Special Needs and Accessibility

The Museum's galleries are accessible to students with disabilities. Please notify the Tour Office (816.751.1238) or the Ford Learning Center Office (816.751.1303) if you have any students with special needs. Giving advance notice will make the visit more enjoyable for all.

Tour and Workshop Groups

One chaperone per ten students is required during tour and workshop experiences. All students are encouraged to wear nametags during their Museum visit.

Tours: Please do not group students ahead of time. Docents will put students into groups and assign chaperones upon entering the Museum.

Workshops: Please assign one chaperone per group in advance.

Teacher-Led Groups

Our docents are well-trained and highly skilled at leading student groups through the Museum. However, if you choose not to schedule a docent-led tour or a workshop, you may bring your students for a teacher-led tour of the permanent collection galleries. All teacher-led groups must be scheduled in advance and adhere to the following **Teacher-Led Guidelines:**

- Review the **Gallery Guidelines.**
- Teacher-led groups are only scheduled Wednesdays through Fridays at 12 p.m. or later.
- Students are NOT allowed to tour independently. One adult must accompany every 10 students under the age of 18.
- Be considerate of others. If you see a docent or workshop teacher attempting to approach a work of art, please move to another area of the gallery.

NOTE: If the Museum has reached maximum attendance and your group has not been scheduled, your group may not be admitted.

Lunches

- Do not bring lunches, food or drinks into the Museum.
- Sack lunch facilities are not available. Sack lunches may be eaten in the Kansas City Sculpture Park.
- Box lunches are available Wednesdays through Fridays and can be ordered prior to your visit through Rozzelle Court Restaurant at a cost of \$7.25 per lunch. Lunches purchased through the Museum may be eaten in Rozzelle Court from 11 a.m. to 12 p.m. and again from 1 p.m. to 2:30 p.m. Orders must be placed at least three business days in advance of your visit. Payment must be made in advance by check, money order or purchase order. Call 816.751.1234 or email events@nelson-atkins.org to place your order.

Museum Store

The Museum Store welcomes visitors. If your student group wishes to visit the store, please make sure that they are accompanied by chaperones. The Museum Store limits the number of students in the store at any one time.

Sensitive Issues

The Museum's collection includes original objects from all over the world. The various cultures represented express themselves in many ways. While we do not focus on works of art depicting nudity, students will pass by objects of this nature during their Museum visit.

Group Workshop Fee Waivers

All workshop fees are waived for Incentive Grant schools which include: KCMSD and its charter schools, Center, Grandview and Hickman Mills. To apply for grant coverage call 816.751.1239.