



Please take the time to look over this resource guide as it features important information that you will need to know before your program in-person or virtual Theory of Flight program.

We hope that you and your students enjoy your upcoming program with the Alberta Aviation Museum. If you have any questions or comments about Theory of Flight, please do not hesitate to contact us by email at [programs@albertaaviationmuseum.com](mailto:programs@albertaaviationmuseum.com) or by phone at 780-451-1175, ext. 108.

## In-Person Field Trips:

### COVID-19 Protocols for Field Trips to the Museum:

The Alberta Aviation Museum follows the Alberta Health Services guidance for museums and are aligned with school boards back to school plans.

- Masks are required for all students, teachers, and adult supervisors, except when eating at which time physical distancing will be enforced. Museum staff and volunteers will always wear masks.
- The limited capacity of our Education Area and Simulator Lab ensures that only one class or cohort will be in an area together.
- High touch surfaces will be regularly sanitized.

We ask that students or adult supervisors do not attend if they are sick or any of the following are true for them or a member of their household or close contact:

- Experiencing a fever, new or worsening cough, sore throat, shortness of breath, or runny nose
- Had contact with a positive or suspected case of Covid-19.
- Have returned from outside of Canada in the past 14 days.
- Are awaiting Covid-19 test results.

### Pre-visit Information:

Our programs are designed as a review, the classes that benefit the most from our programs are those that already have a basic understanding of the key concepts before the date of your visit.

Please ensure you have reviewed our policies below and returned the signed Policy Acknowledgement before your visit.

- Our required ratio of supervisors to students is 1 to 8, please ensure you have the correct number of supervisors before arriving. We reserve the right to turn classes that do not meet our required ratio away or add a \$30 charge to your invoice. If the required ratio is not met a decision will be made at the discretion of programming staff.
- Our Education Area and Simulator Lab can accommodate 32 students, this is the maximum number of students for our program. We reserve the right to turn away classes that exceed the maximum number of students, (In exceptional circumstance program staff may allow a class to stay, but an additional \$5.00 charge will be added per student exceeding the maximum)
- The Alberta Aviation Museum and our volunteer instructors are not responsible for the behaviour of students. Teachers and Adult Supervisors are expected to keep their classes under control and on task, disruptive classes and unacceptable behaviour will be addressed by the Executive Director.
- The museum does not have refrigerators or microwaves that are available to the public, please do not bring lunches that require heating or cooling for full-day programs. There will be a snack break in the morning for full-day classes and time-dependent snacks for half-day classes.
- Please ensure that you have provided an appropriate email for invoicing. This helps to expediate the invoicing process and can be the email for an administrator or teacher.
- Arriving at the Museum:
- Please arrive at 9:00am, 15 minutes before the start of the program. This allows for class organization and orientation to the facilities (washrooms, fire exits etc.). Beginning times for the program are non-negotiable and late arrival may constitute skipping some material.
- The anticipated end-time for the full-day programming is 2:15pm. Please contact program staff before your trip date if you require a different end time and we will do our best to accommodate.
- Students are asked to wait out front of the museum when they arrive so staff can greet them and show them where to line up.
- Teachers are asked to check in at the front desk where they can provide a final headcount of students and supervisors.
- Students that arrive separately can wait in the front lobby of the museum for the others to arrive.
- Backpacks, coats, and other student belongings will be left in the education area during tours and bathroom breaks.
- Some parts of the tour may take place outside, please ensure students are dressed appropriately.
- The gift shop is off limits during the day (and closed on Mondays), teachers must set up time for the end of the day with program staff if they'd like to visit the gift shop (Wednesday and Fridays only).
- It is thanks to our dedicated volunteer instructors that we can offer the programming that we do. They are donating their time and we ask that teachers and adult supervisors are respectful of that time.

## Museum Rules:

All students, teachers, and supervisors must follow the Museum's CREST:

**C- Curbs** – stay outside of the barriers around the aircraft, including red curbs and white chains.

**R-Running** – use your walking feet at all times while in the Museum.

**E-Eating** – eat and drink only in the designated lunch area.

**S-Stick** – students must stick with an adult supervisor AT ALL TIMES (including bathroom breaks and in the gift shop).

**T-Touching** – ask your instructor before touching any aircraft or object on display.

## Field Trip Cancellation/ Rescheduling:

In the event that your Field Trip is impacted by COVID-19 we will do our best to reschedule your class for another Field Trip date or offer you a Virtual Program instead. If your class cannot be re-scheduled for either program option, there is no administration fee for cancellations related to COVID-19 and you'll a full refund of your deposit.

There is no fee for rescheduling for non-COVID-19 reasons, but we cannot guarantee availability. For non-COVID-19 cancellations there is a \$25 administration fee. Any cancellations made within two weeks of their date will forfeit their deposit.

## Virtual Programs:

### Program Format:

Six weeks before your scheduled virtual live session (or once payment has been received if your booking comes within 6 weeks of your session) you will receive access to the virtual Theory of Flight Online Activity Kit shared with you as a Google Drive folder

You will have access to the Activity Kit until the end of day on the Friday after your live session.

A week before your Live Session you will receive a reminder to set up your Live Session on Google Meet and invite [tofalbertaaviationmuseum@gmail.com](mailto:tofalbertaaviationmuseum@gmail.com). We ask that teachers set up the Meet so they can invite students who may be at home or educational aides and make sure they know everyone entering the Meet.

### Online Activity Kit:

Includes 9 interactive activities with cross curriculum links for Grade 6. All activities include a comprehensive teacher's guide with background information and activity instructions. The activity kit includes access to primary and/or secondary sources as well as student worksheets and/ or demonstrations.

\*\*Some activities require a screen to share visuals with the class or easily accessible additional materials (listed in the teacher's guides).

Topics covered in the activity Kit:

- History of Flight – includes an extension activity featuring Language Arts writing prompts
- Properties of Air
- Four Forces: Gravity/Weight
- Four Forces: Lift – includes how aircraft generate lift as well as how hot air balloons fly
- Four Forces: Thrust/Propulsions
- Four Forces: Drag
- Parts of a plane
- Control Surfaces
- Investigation – Students will take on the role of crash scene investigator and piece together a historic aircraft crash

**Virtual Live Session:**

Your instructors will show videos featuring the museum’s historic aircraft to demonstrate the Four Forces of Flight (Gravity, Lift, Thrust, Drag) and aircraft control surfaces.

Instructors will also answer your classes’ aviation questions, so come prepared with lots of questions. Students can ask about topics covered, the Alberta Aviation Museum aircraft collection, aviation history or today or anything else they can think of about aviation!

**Virtual Program Cancellation/ Rescheduling:**

Once your booking is confirmed there is a \$25 administrative fee to cancel. If you need to make a change to your booking due to Covid-19, an alternative date will be arranged with our booking staff. If it is not possible to reschedule the administrative fee will not be applied for Covid-19 related cancellations only.

Please note no changes are necessary for Live Sessions if your class is at home rather than in class. The Live Session can be logged into by students at home rather than as a class.