

Mori Art Museum School Program Usage Guide

Thank you for your interest in the Mori Art Museum School Programs. Please read this manual thoroughly prior to emailing your application.

■ Basic Guidelines

(When holding a school program at the Mori Art Museum)

Regarding Attendance

- Please be punctual when arriving, and be sure to contact us in advance if you will be late. If you do not contact us, you may not be able to attend.
- Please note that the gathering place and exhibition hall may be crowded.

Regarding Eating & Drinking

- Eating and drinking (including chewing gum and candy) is prohibited in the exhibition galleries.
- There is no place to have lunch in the museum.

Regarding Luggage and Other Belongings

- Please bring as little as possible. If you need to store a water bottle or bag, please let us know in advance. In principle, you should use the 100-yen return type coin lockers on the 52nd floor.
- Backpacks and other bags cannot be brought into the exhibition galleries as they may hit the artwork.
- Both participants and chaperons are responsible for managing their own valuables.
- If you bring a water bottle or plastic bottle, please put it in a bag.
- When it rains, please put your folding umbrella in your own bag. Please inquire about storage of long umbrellas.

Other

- Only pencils can be used in the exhibition galleries. The use of ballpoint pens is prohibited.
- The room temperature is kept low in the museum to preserve the works. Please come in clothes that can easily accommodate the ambient temperature.
- There is no parking lot for buses at Roppongi Hills.

(When holding an online school program)

- Please refrain from recording any aspects of the program content, including sound, video, or screenshots of visual materials, etc., unless you have previously acquired permission.
- Regarding the use of communication tools such as chat functions in online systems, please confirm in advance what functions may be enabled based on the program content.

■ Request for Advance Explanation of Museum Policies When Visiting the Exhibition Hall

When participating in a school program, children/students and their chaperones must comport themselves in accordance with the following rules from the perspective of enjoying a safe and fulfilling time in the exhibition galleries where other visitors are present, as well as from the perspective of preserving the works. Please ensure everyone attending receives an explanation of these rules in advance.

(Matters requiring prior explanation)

- **Do not touch any of the works of art**

Please stand a short distance from the works as displayed (case, display stand, wall). If there is a white line or rope in front of the work, please view the art from behind the rope.

- **Walk, do not run**

Please walk in the exhibition galleries. If you run, you may inadvertently bump into other people or the artworks that are being viewed, causing injury to others or damage to the work(s).

- **Speak in a low voice**

Please speak in a quiet voice when discussing the works in the exhibition galleries. Some visitors prefer to appreciate the works quietly.

- **Regarding Fees**

- Cash, various credit cards, and electronic money can be used for payment on the day. If you need a formal receipt, please let us know in advance.
- Tickets will be issued and distributed at the “Museum & Observatory Ticket / Information” on the 3rd floor of Roppongi Hills Mori Tower at the prearranged meeting time.
- Parents are free of charge if they participate as chaperones, but they will be charged an admission fee if they accompany the students in order to observe the program.

Admission Fees for School Programs

Preschool, kindergarten, elementary and junior high school: No program fee, free admission

High school: No program fee, admission ¥500/person

College and University: No program fee, admission ¥1,000/person

* Chaperones enter for free

* In the event of participation by teachers only, a fee is charged (e.g. teacher training, etc.)

- **Please Share Your Feedback with Us**

In order to improve future school programs, we appreciate your feedback. Please fill in the review sheet (form will be provided) that will be sent to you after the school program is held. Alternatively, you can also send an e-mail to the Learning Staff at Mori Art Museum. Please let us know what you would like to see in future school programs.

- **Regarding Applications**

Please make an inquiry to the Mori Art Museum Learning [via e-mail](mailto:mam-learning@mori.co.jp) at least 4 weeks prior to your desired date, and a representative will subsequently contact you. Please note that depending on the number of guests expected at the museum or existing scheduled events and programs, we may not be able to accommodate your request.

(Items to be provided at the time of application)

- School name, grade, number of students, contact information
- Preferred date and time (please provide multiple possible dates)
- Desired format (in person or online class, etc.)
- Purpose, theme, and other requests
- Please let us know if any of the visiting children or students need support.

Once the program schedule has been confirmed, we will discuss the content of the class and the details of the program before and after the visit, listening to any requests you may have, and decide the content of the program. We will ask you about your daily life at school and the themes of your planned classes and use them as a reference when creating your program.

Inquiries:
Learning, Mori Art Museum
e-mail: mam-learning@mori.co.jp