



Woodside Store Historic Site

3300 Tripp Road, Woodside, CA 94062
650.851.7615 ▪ www.historysmc.org ▪ woodsidestore@historysmc.org

Dear Teacher:

Your class is scheduled for an education program at the **Woodside Store Historic Site**.

The program consists of a slide show, games to familiarize the children with the people who frequented the Store and the objects sold there, and several hands-on activities such as washing clothes, filling and calculating store orders, and using a two-man saw. Enclosed is a teacher program guide with more information and suggested activities to help your students prepare for their visit to the Store. The program schedule is:

10:00 a.m.	-----	Arrival
10:00 – 10:20 a.m.	-----	Snack Period/Parent Instruction
approx. 10:20 a.m.	-----	Program Begins
approx. 12:15 p.m.	-----	Program Ends/Lunch Begins

Unless individually arranged with the Site Manager in advance, programs will not start until 10:00 a.m.

The following will help make the trip a success:

1. Upon arrival, please wait in the picnic area at the back of the lot. As the education program runs into the lunch hour, we suggest each child should have a snack before the beginning of the program. All snacks **must** be eaten outside in the picnic area and must be finished before entering the Woodside Store. Some outdoor games to play will be provided for students who finish their snack early. Parents will be instructed while students are having their snack.
2. A **MINIMUM OF SIX (6) PARENTS IN ADDITION TO THE TEACHER IS REQUIRED** to assist with the program. We will instruct the parents in the activities they will be helping with before the beginning of the program. Everything is easy and fun.
3. Divide the class into **THREE GROUPS** for outdoor activities. Students must have **NAME TAGS** with a different color or shape to identify their group.
4. All children must wear clothing that can get dirty or damp. Children with long hair (shoulder length or longer) should have it pulled back in a ponytail or braid.
5. **The Woodside Store has a gift shop.** Classes often “shop” in small groups of 4-5 during lunch after the program. Please inform the site manager if your students would like to visit the gift shop.
6. Cameras are encouraged. We are always looking for photographs of this program. If chaperones take pictures of their students that they are willing to share with us for publicity purposes, please email them to education@historysmc.org. The children will NOT be personally identified. If one chaperone plans to concentrate on taking pictures, then please bring a minimum of seven (7) chaperones.
7. Please turn off cell phones or place on vibrate for the duration of the tour.
8. Please make copies of the chaperone letter for all adults accompanying the class. The chaperone letter is also available on our website, www.historysmc.org.

To hold your reservation, program fees must be received 30 days in advance of your program tour date. Consult your invoice for program fee. Make checks payable to the **San Mateo County Historical Association**. Indicate on the check the name of the school and the date of the program. Please **mail to the Woodside Store** at the above address. If you have any questions, please call the Woodside Store Historic Site at 650.851.7615.