

How to Have a *Great Visit* to Ohio's Statehouse with Your Students

Teacher's Guide



with instructions, forms, and maps



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Welcome to Capitol Square!



Thank you for planning a visit to Ohio's Statehouse and Capitol Square. We hope your visit will be a fun and valuable learning experience. Your Statehouse Education & Visitors Center folder contains:

- **This guide** (instructions, maps, etc.)
- **Lesson ideas** and **resource list**
- **Statehouse Museum Shop** and **Capitol Café** ordering guides
- **Evaluation** and **emergency contact** forms

What to Expect During Your Visit



You've already called to schedule your visit, but here's a recap of the basic details of our operation:

Our "**Classic Tour**" is a comprehensive introduction to Capitol Square, its history, and its government functions. The Classic Tour visit lasts about 45 minutes, and is ideal for the casual visitor. Classic Tours begin every quarter hour between 9:30 a.m. and 3:15 p.m. weekdays. We can take up to 50 people in any one Classic Tour group—we'll split larger groups and they'll begin at staggered times. If your group is really large and you're visiting more than one site in Columbus, we suggest you divide into two groups and visit both at the same time, then switch.

If you're a **4th grade group**, you may have scheduled a "**Proficiency Pathways**" tour tailored to address themes and skills found in new academic standards for 4th grade. These tours typically last about 45 minutes. They cover the following proficiency strands.

- **Ohio History** (Academic Content Standards Social Studies strands I, II, History and People in Societies)
- **Ohio Government** (Academic Content Standards Social Studies strands V, VI, Government and Citizenship Rights and Responsibilities)

Proficiency Pathways tours are enrichment activities that complement your classroom teaching (please come ready to look, listen, and ask questions—but please don't bring worksheets as they tend to distract). Proficiency tours reflect citizenship learning outcomes in the **Ohio Department of Education's Academic Standards**. Similar tours for grades other than 4th will be available in the future.

We also offer an art and architecture tour **Art of the State State of the Art**, scheduled through the Columbus Art Museum. For information contact (614) 221-6801.

In the fall of 2003, we began offering special, guided first-person tours for grades 3-8. **The Perkle Tours** cover the basic civics and history materials in our other tours but present the information in an exciting new way. Students will meet people who have either worked here at the Ohio Statehouse or visited here in the past. This tour focuses on certain American values: which include constitutional government, the public good, individuals rights, the pursuit of happiness, justice, equality, diversity, and patriotism. The tour is keyed to the new academic content standards for grade 3-8. This one-hour tour is offered on a limited basis on Mondays at 10:00 a.m. and 12:00 p.m.

All tours and activities are *free of charge*.

Need to Contact Us?



In case you need to contact us regarding schedule changes, cancellations, or any other questions, you can reach our Tour Coordinator toll-free at 1-888-644-6123 (option 1) or 614-728-2695. Our fax number is 614-728-2699, and our mailing address is SEVC, The Statehouse, Columbus, OH 43215.

If you need to make any changes, please let us know as soon as possible!

Tips for a Successful Visit



Arrival: *Tours begin on time* because of the large number of visitors to Capitol Square. It's very important that your group is here at least a few minutes before your scheduled tour time. If you're more than about 10-15 minutes late, you may unfortunately have to wait for the next open slot in order to be fair to other waiting groups. On rare occasions, if a group is more than 30 minutes late and we are fully booked, we may not be able to provide you with a guided tour. Of course, we'll try our best to be flexible! With this in mind, please keep an eye on construction and weather before your trip to Columbus. The State Highway Patrol can tell you about any expected construction delays on your route. If you're delayed, need to cancel your tour, or if the size of your group changes, please call (614) 728-2695 or toll-free 1-888-644-6123 (option 1) as soon as possible. When you arrive at the capitol, unload at the Third Street (Ohio Veterans Plaza) entrance (see maps). We'll greet you at the door.

Conveniences and facilities: We have restroom facilities and coat closets for large groups. We also have a first aid station, elevators, wheelchair-accessible facilities, and wheelchairs which guests can borrow subject to availability (please bring your own if you have them). Expect a fair bit of walking on your tour.

Tour length: Allow about 45 minutes supervised time for your "Classic Tour" visit from its starting time; allow a little more than an hour for a "Proficiency Pathways" visit.

Behavior: Because the Statehouse is a working office building, quiet and orderly behavior is very important. We expect your group to act appropriately at all times, and you are responsible for your group's behavior. Your guide has the final word on the progress of your visit.

Numbers: We aim for a maximum of about 50 people in any one tour group. This cutoff ensures a tour where everyone can hear and participate. Larger groups will be divided and can begin their tours at staggered 15-minute intervals. For all groups, there should be at least one adult to every 10 minors. The Statehouse Museum Shop also requires one adult for every 10 minors.

Meeting your legislator: It's sometimes possible to have your state senator or representative briefly meet with your group or send one of their office staff to greet your group. If you expressed interest in this when you scheduled your tour, please contact your legislator and schedule a time and place to meet outside of the time frame of your tour. To contact your legislator, call your county's board of elections and give them your school's street address. They'll be able to tell you who your senator and representative are. From there, you can contact them by phone, fax, or email to set up a meeting.

Extra time: Think about planning to spend a little extra time here beyond your tour—if the legislature is in session, you might take your group to the chambers to observe. The Statehouse also has historical exhibits and artifacts which relate to the topics your students study.

Eating and shopping: Please check with us first if you plan to eat during your visit. We have special areas, *scheduled in advance*, where you can eat sack lunches. You can also eat outside on benches while enjoying the very pleasant Statehouse grounds. You can bring your own lunches or the Capitol Café can provide pre-ordered lunches. Please see the café order form in this folder for more information. Gum, food, and beverages are prohibited on tour.

For souvenirs or gifts, the Statehouse Museum Shop offers educational items and books, arts and crafts by Ohio artisans, political items, flowers, Ohio foods, and jewelry. Please see the form in this folder to pre-order special gift packages for your group.

Photographs and scavenger hunts While we strongly discourage the use of scavenger hunts and fill-in sheets, photographs may be taken within the building except during sessions and hearings.



From the North

Take I-71 south to the I-670 Convention Center exit, stay in the left lane.
Exit at Third Street (one-way south).
Begin to merge right after crossing Long Street.
Stay right and cross Broad Street.
The Senate Building is on the right side of Third Street in the first block past Broad Street.
Unload on Third Street in front of the Senate Building.

From the South

Take I-71 north to I-70 east and then back onto I-71 north.
Almost immediately, exit at Broad Street.
Turn left (west) onto Broad Street and stay in the left lane.
Turn left (south, one-way) onto Third Street and merge right immediately.
The Senate Building is on the right side of the street in the first block.
Unload on Third Street in front of the Senate Building.

From the East

Take I-70 west to I-270 north
Take 670 West to Third Street (one way south)
Begin to merge right after crossing Long Street.
Follow Third Street across Broad Street, stay right.
The Senate Building is on the right side of the street in the first block past Broad Street.
Unload on Third Street in front of the Senate Building.

From the West

Take I-70 east to I-670 east.
Exit onto Third Street (one way south)
Begin to merge right after crossing Long Street.
Follow Third Street across Broad Street, stay right.
The Senate Building is on the right side of the street in the first block past Broad Street.

Public Transportation

COTA buses regularly stop at Capitol Square. For schedules and charter information, call COTA at 228-1776 (general information) or 228-4102 (charters).



Where to Unload and Pick up

All buses unload their passengers on the Third Street (east) side entrance of the Statehouse Complex. Third Street runs one-way, north to south. Buses may park on State Street on the south side of the Statehouse, across from the Ohio Theatre. According to Kevin McSweeney of the City of Columbus Division of Traffic, drivers may turn off their bus engines, lock and leave the buses, or stay with them. **The Statehouse strongly urges all drivers to turn off their engines in consideration of the environment and numerous air intake apparatus on buildings in the vicinity.** Children may be picked up when they are leaving Capitol Square at the Third Street entrance, or walk to board their bus on State Street.

If you're using public transport, COTA bus stops are located on High Street, Broad Street, and Third Street.

Where to Park

If not waiting on State Street, buses can park at the Veterans' Memorial lot (*not* the Vets' Plaza mentioned above!) for a fee. To get there: Continue on State Street to Front Street, turn right. Go one block, turn left onto Broad Street. The pay lot will be on the right after you cross the bridge over the Scioto River.

Cars and vans under 6'6" high can park in the Statehouse Garage for a fee, if the garage is not full. There are also several other pay lots in the immediate area, including those at the corner of Third and State streets, and the garage at City Center Mall, just south of the Capitol.

