Chaperone Information

**COVID-19 Update**

*The Museum follows all current health and safety guidelines according to the Restore Illinois Phased Plan for Reopening and CDC Guidelines.*

*If you are exhibiting any symptoms or have a temperature above 100.4 degrees, please do not attend this event.*

*If COVID-19 cases continue to rise, guidelines become more restrictive, or our zone is forced to go back to an earlier Phase of the Restore Illinois Plan, this event will be canceled.*

*Face masks must be worn at all times regardless of vaccination status upon arrival at the Cemetery for the event. No exceptions.*

*Give some space! Please try to maintain an arm’s length of space between you and fellow group members.*

Through the generosity of this year’s Featured Sponsors - Evergreen Memorial Cemetery, Illinois Prairie Community Foundation, Cumulus Radio Bloomington, Pantagraph Media; Premium Sponsors - CEFCU, Heartland Bank & Trust, WGLT, Illinois Farm Bureau, MCK CPAs & Advisors; Basic Sponsors - Bloomington Public Library, McLean County Chamber of Commerce, and our members, admission fees for students and chaperones to attend the 2021 Evergreen Cemetery Walk have been waived.

**WHAT YOU NEED TO KNOW**

Welcome to Evergreen Memorial Cemetery and the Evergreen Cemetery Walk! You have been asked to perform the very important job of chaperone for your group.

Below are some helpful hints to make the day more enjoyable for everyone involved.

- **Entrance:** Evergreen Memorial Cemetery is located at **302 E. Miller Street**.

- **Parking:** Chaperones **MUST park outside** the cemetery on the side streets.

- **Check In:** Please arrive at the cemetery at least **15 minutes prior** to your scheduled tour. Cemetery Walk staff members will be at the front gate and direct you to where your group will gather.

- **Introduce yourself** to the tour guide, so they can call you by name if they need your help.

- **Lead by example.** Listen politely, **turn off or mute cell phones**, and please do not talk to each other during the performances.

- **Be the shepherd.** Please help move students through the cemetery in a timely manner. Chaperones
should station themselves throughout the group, especially with a few walking behind the group to keep students from falling behind. Please do not let students sit on the ground during performances or in between performances. It slows things down, and we are on a tight schedule.

- **Maintain discipline** among the students. Please make sure students are quiet and attentive during performances. Disruptive students should be disciplined or removed from the group. We’re counting on you to maintain decorum among your group!

- **Actively participate** in the performances. Performances may include some actor interaction with the audience. Your participation will help students feel more comfortable about participating, too.

- **Escort** any students who become ill, or who must leave early, back to the cemetery entrance and stay with them until picked up. There is no cemetery staff available to do this.

- **Videotaping is not allowed.** Still photographs are allowed, but please do not disrupt the performance or ask the actor to pose. Please do not talk to the actor after the performance – they must maintain concentration for the next group.

- **Please review** cemetery manners with your group:
  - Show respect through good behavior
  - Do not lean, stand, sit on, walk on, or jump over tombstones and markers.
  - Eat before or after, but not during your visit. **No gum is allowed.**
  - Leave gravestone decorations and flowers alone.
  - Carry any trash out of the cemetery.

- **Funeral:** In the event that a funeral occurs during your assigned tour time, the Cemetery Walk will continue as planned. Minor adjustments will be made in parking or in the walking route, if necessary, to respect the privacy of the funeral. Students should remove hats and stand respectfully while the procession passes by.

- **Program Timing:** The tour lasts 75 minutes. Upon completion of the tour, you will be expected to exit the cemetery. Please be considerate: another group will be arriving shortly after your group is finished.

**Please help our tour guides by following these suggestions. Your assistance is vital to making this tour a success! Enjoy!**