

Bringing your students to the Bill Reid Gallery:
What you need to know



Content:

1. Booking information
2. Program details
3. Gallery information

Booking Information

To book your education program, please click [here](#) to access our online booking form. If you have any questions please contact Samantha Nock, our Education Coordinator, at education@billreidgallery.ca or **604.682.3455 ext. 229**.

The booking form will ask for the following information:

- ✓ Your contact information, including school name, address, and phone number.
- ✓ Three possible dates and times for your program.
- ✓ The number of students and grade level that will be participating.
- ✓ Desired outcomes/topics that you would like to see in the program.

Confirmation

All teachers will be sent a confirmation e-mail within 24 hours after booking their education program.

Cancellation

We ask that we receive ONE WEEKS notice of cancellation for any of our education programs. We do not require a deposit to hold your date in order to make our programs more accessible, but **a fee of \$50.00 per program will be charged if cancellation notice is received less than 1 week prior to your scheduled program.**

For Teachers

Please feel free to visit us for free before you book your field trip! Teachers are welcome to [visit the gallery for free](#) and discuss the programming with Samantha Nock, Education Coordinator. To arrange your visit, e-mail education@billreidgallery.ca.

Program Details

Program Rates

The rate for our program is \$7.55 per student for a regular school program (tax included). Teachers are free, and one chaperone per every ten students receives free admission as well (30 students, 1 free teacher + 3 free chaperones).

Upon confirmation of program booking, you will receive an invoice. Teachers must remit payment upon arrival at the front desk. We accept cash, MC/VISA, Interac, or cheque for the entire group.

Arrival Times

Please plan to arrive 15 minutes before your program start time. In case of delay, please call **604.682.3455**.

Length and Time

Our programs are generally 90 minutes in length and can accommodate a single class of a maximum 30 students. Our gallery space is limited and in order to ensure that every student has a great experience, we ask that programs have no more than 30 students. Our start times and booking dates are open and flexible.

Facilities

Our gallery space is limited, and as such, are not able to offer indoor lunch space. There are many wonderful out door spaces for lunch in the area and various food courts in the downtown area.

Backpacks, water bottles, and food are not permitted in the gallery. Space is provided for students to store their belongings.

If you or your students have accessibility needs, please let the Education Coordinator know.

Bill Reid Gallery

of Northwest Coast Art

Gallery Information

Address & Contact Information

Bill Reid Gallery of Northwest Coast Art
639 Hornby St., Vancouver, BC, V6C 2G3

Program Bookings: education@billreidgallery.ca or 604.682.3455 ext. 229

Website: www.billreidgallery.ca

Gallery Hours

Note: School programs can be booked on Mondays and Tuesdays during hours we are closed to the public, and can begin as early as 9:30am.

May 22nd until October 1st: Open daily 10am-5pm

October 1st until December 10th: Wed to Sun, 11am to 5pm

If you are looking to book an education program in January 2018, please contact Samantha, education@billreidgallery.ca before using the online booking form.