

PREPARING FOR THE FIELD TRIP

Here are several points of important information for the day of the performance.

Location: Kauffman Center for the Performing Arts; 1601 Broadway, Kansas City, MO 64108 (FYI—no place inside or outside of the Kauffman Center for food/lunch). Refreshments will not be available for sale. Most restrooms have water fountains nearby.

Seating: Seating begins at 10:00am. Running time is 2 hours including one 20-minute intermission, 10:30am-12:30pm. Please be aware that intermission will go by very quickly, especially if students are using the restroom. Returning to seats on time is usually challenging for larger groups. Eating on the bus ride there or on the way back is a preferable option for most school groups.

Seats & Tickets: We do **NOT** issue tickets for this performance, but it is crucial that we know exactly the total number of seats needed. You will be allowed only the number of seats that you requested. If you bring less people than the number you ordered, you will still be charged for the number of seats reserved.

School Bus Transportation Fund: [The Bus Transportation Fund](#) at the Kauffman helps educators provide arts experiences to their students by eliminating or defraying bus costs.

Dropping off students: Buses should enter the Kauffman Center drop-off driveway (from the Wyandotte Street entrance only) between 16th and 17th Streets. For the safety of students, be sure that everyone stays on the bus until a Kauffman Center representative comes to release your group.

Bus parking during performances: Buses should exit the drop-off driveway and turn left (south) on Broadway. They should go to 17th Street, make a left turn, and then immediately turn left (north) onto Wyandotte Street. A Kauffman Center representative in a safety vest will direct buses to park on the north side of the building. Please follow instructions given on-site. Once parked, bus drivers must remain on their buses until they receive further instructions from a Kauffman Center representative. Note: This is critical part of our operations and allows us to direct students safely and swiftly to the correct location at the end of the performance, so thank you in advance for your cooperation.

Picking up students: For smooth student pick-up, it is very important that buses stay parked on-site throughout the performance. Students, escorted by Kauffman Center representatives, will exit the building through the north entrance with directions to get to their buses.

Cars: You can park in the Arts District Garage south of the Kauffman Center for \$16. Entrance is on 17th Street. Ushers will greet you in the lobby and escort you to your seats.

Weather Policy: Due to varying weather policies, KCB will offer an alternative educational program in the event a school is unable to attend due to bad weather. Refunds will only be provided if KCB cancels the performance.