

NEW YORK TRANSIT MUSEUM

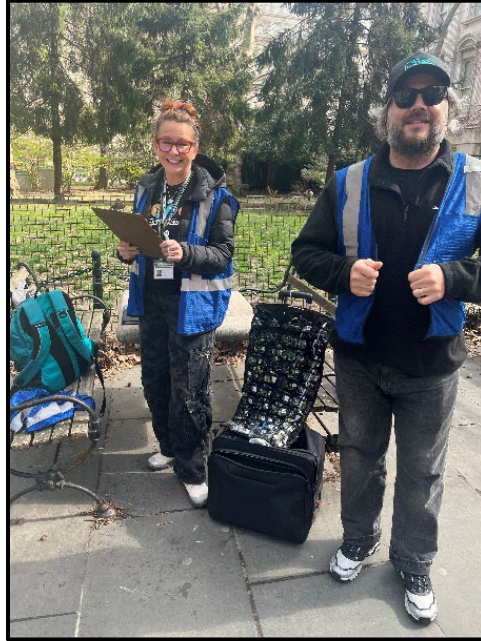
Social Narrative

Old City Hall Tour with the New York Transit Museum



We are going to the Old City Hall tour hosted by the New York Transit Museum. This is a special tour of the first subway station in New York City that opened in 1904. These tours are only offered to Museum members.

On the day of our tour, we will travel to City Hall Park to check in with Museum staff. We will arrive 15 minutes early to check in. We will look for staff wearing black museum shirts and blue vests and wait in line.



Adults need to show their ID. Museum staff will check everyone's names on the list and then hand each guest a radio and earbuds for listening to the tour guide.

If you don't like to wear earbuds, staff have an over-the-ear option you can use. If you prefer, you can bring your own wired headphones to use instead.

Museum staff will share tour images with a QR code. To open the images, we will aim our smartphone camera at the code and click on the link that appears. There will be a password to enter to see the images.



If we do not want to use our phone or don't have a phone, a Museum staff member will show images from a binder during the tour.



Once we have our radio and images, we may need to wait for other guests to check in. We will make sure to not block the walkway.



When we are ready to begin, our tour guide will ask to turn on our radios and make sure we can hear their voice through the earbuds. If we have any issues now or during the tour, we will ask Museum staff for help.

We will follow instructions from the tour guide about where to walk and stand. We will make sure that we do not block any walkways while we are moving or listening.

Along the way, the tour guide will tell the story of the subway. They will mention images to look at and point out things that we can see around us. Sometimes, the tour guide may ask if we have any questions. We can raise our hand and ask a question if we have one.

We will spend about 40 minutes of the tour above ground, walking through City Hall Park.

When the tour guide says so, we will head downstairs into the Brooklyn Bridge subway station. We will show our radios to Museum staff as we walk through the emergency exit. Because we are on a special tour approved by the MTA, our group has permission to go through the emergency exit.



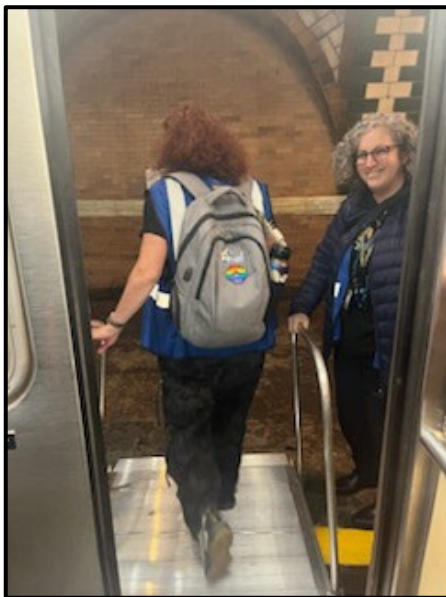
We will follow the tour guide down onto the platform where we will wait for a Train Service Supervisor also called the TSS. The TSS will tell us which 6 train we can board to travel to Old City Hall station.



When it's the right time, we will wait for riders to leave first and then board the train. This train will take us to Old City Hall station.



The TSS will open the door and exit. We will stay on the train until we are told it is safe, and then we will exit the train over a metal bridge.



The tour guide will take us upstairs to the control house. We will also have time to explore the platform.



There are some important rules about staying safe in Old City Hall Station. We need to stay two big steps away from the yellow line along the edge.



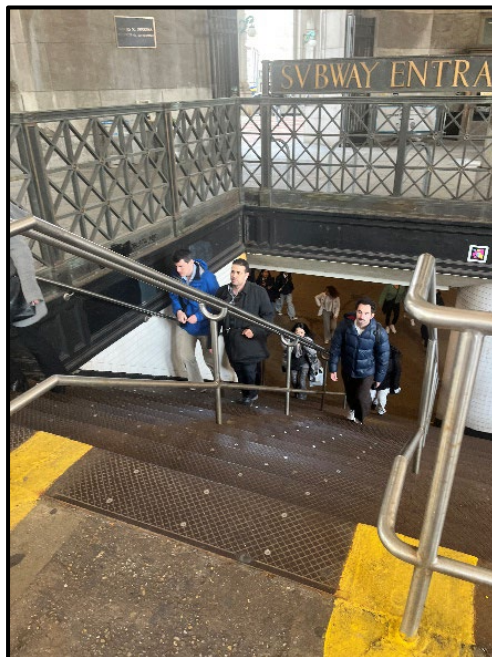
We can take pictures and videos of the station and the 6 trains passing through the station, but we cannot use a flash when facing an incoming train.

Trains pass through the station every few minutes and can be loud. We can wear noise-reducing headphones if we brought them or plug our ears with our fingers.

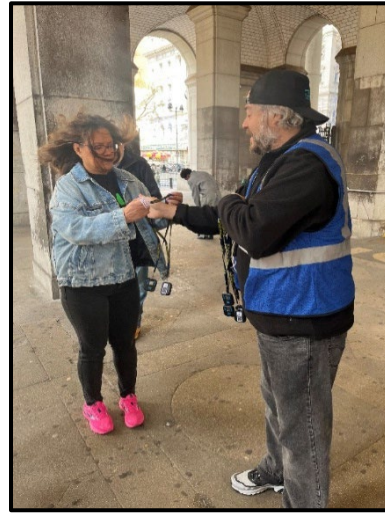


When it is time to get back on the train, the TSS and Museum staff will set up the bridge again. We need to quickly and safely board the 6 train to return to Brooklyn Bridge station.

At Brooklyn Bridge station we will exit the train and follow the tour guide outside the station at the Municipal Building.



When the tour ends, we will return our radios to Museum staff.
We will place the neck strap over their arm. We can keep the ear buds.



Thanks for joining the Transit Museum on this special tour!