



## PLANNING A SCHOOL VISIT TO NEWARK AIR MUSEUM

*Questions you may wish to ask, and have answered, when planning a school visit.*

- ***What National Curriculum topics does the museum cater for and at what level?***
- We now offer a diverse range of activities for children studying at Key Stages 1 & 2. The main National Curriculum areas covered are Science & History; with additional emphasis on English, D & T, Citizenship, PHSE and Thinking Skills.
- ***How relevant would a visit be for my school?***
- The current activities have been carefully developed using teacher placements and through consultation with local teachers as part of the EMMLAC funded Learn with Museums programme. We are also willing to discuss special requirements that you may have for your school.
- ***What specific activities are available?***
- We now have Facilitator led activities available for Flight, Kite Flying and World War II in dedicated education spaces, and Facilitator led tours of the museum with access inside aircraft and cockpits. These activities allow classes to be split down into manageable sized groups of 15 to 20 pupils.
- ***Can I visit the museum before I commit to booking a school visit?***
- That is not a problem and we are pleased to encourage you to meet up with one of our education volunteers, so that you can discuss the options that are available to you and see the site for yourself. This visit is of course FREE.
- ***How many aircraft are there?***
- 70 Aircraft and Cockpits in total, 45 of these are under cover in two Display Hangars [c/w support displays] and the rest are outside or in the workshops being restored.
- ***What other exhibits are there?***
- An Engine Hall housing about 30 aero engines / displays and an Exhibition Hall with extensive displays of badges, uniforms, maps, photographs, radio and radar equipment and also wartime memorabilia and ephemera.
- ***How much time should we allocate for a visit?***
- The Facilitator led activities each last between 45 and 60 minutes [depending on the group size], so we recommend that typically schools allow between 4 and 5 hours.
- ***What Health & Safety information is available?***
- A range of Risk Assessments is available for the various activities but we always encourage teachers to undertake a pre-visit tour of the museum to assess the museum and its facilities for themselves.

- ***How many children can you accommodate in a single visit?***
- Experience has shown that to ensure that everyone participates fully in each activity the ideal number is a maximum of 45 children.
- ***What are your opening times?***
- The Museum and Shop are open everyday throughout the year except 24<sup>th</sup> 25<sup>th</sup> 26<sup>th</sup> December & 1<sup>st</sup> January. March-October 10.00am-5.00pm. November- February 10.00am-4.00pm.
- ***What are the admission charges for schools?***
- We offer two Schools admission rates for groups of more than fifteen pupils.
- For the Facilitator led tour the cost is £5.25 per child and this includes the material costs for the activities.
- For un-escorted tours the cost is £3.50 per child and this just includes access to the museum and the use of the Dambusters education space.
- ***What is the cost for Teachers and Adult Helpers?***
- We do not charge for teachers and adult helpers that accompany school visits but we do request the following adult to pupil ratios:
- 10-11 year olds – 1 adult per 10 children.
- 5-10 year olds – 1 adult per 6 children.
- Any additional adult helpers above this number will be charged at £3.50 each.
- ***Do I have to have a Facilitator led visit?***
- No you are free to make your own arrangements for the visit. You would have use of the Dambusters education space but you would not have access inside any of the aircraft or cockpits.
- ***What about eating arrangements?***
- We recommend that the children bring packed lunches and for summer visits there are picnic tables provided outside, but if it looks like bad weather your group can eat inside the Dambusters education space.
- ***What can be bought in the Museum Shop?***
- Your school does not have to visit the museum shop but if you choose to do so there is a wide selection of pocket money priced gifts and souvenirs.
- ***Are there any additional activities available for schools?***
- We do have an Education CD ROM available, which costs just £5.00. This includes 2 PowerPoint Presentations and 2 Excel Spreadsheets that can be used to complete 18 Worksheets / Quiz sheets all of which can be photocopied copyright FREE to support visits to the museum. PLUS you get a full set of answers.
- ***We would like to arrange a visit but with the coach and everything it will cost too much, what else can you offer for schools?***
- We are able to provide a limited programme of out reach work, where one of the Facilitators visits your school, this costs £30 per half day, plus return mileage costs at 40p per mile. The activities currently available for these visits include the Flight and World War II topics.

## ON THE DAY

- ***What if the weather is bad?***
- Part of the Museum is outside so please ensure that the children are appropriately dressed for moving between activities. The kite flying might also not be possible if it is raining.
- ***Where will the coach park?***
- We have a large free car park at the Museum with safe and quick access to the site.
- ***Where do we have to go?***
- Please report to the shop first to collect your tickets and meet your Facilitator if you have booked this option, or just to register your arrival with the shop staff. Really large parties will be allowed through the main gates to avoid congestion in the shop.

### \*\*\*\*\* PLEASE NOTE \*\*\*\*\*

To guarantee that you get the school visit that you have planned we must have the Booking Form sent back, then appropriate arrangements can be made.

When you have completed the enclosed Booking Form please return to:

Mr Howard Heeley  
Newark Air Museum Ltd.,  
The Airfield,  
Winthorpe,  
Newark, Notts.  
NG24 2NY

The telephone and e-mail addresses below can be used to obtain any further information or to discuss the requirements for a possible visit:-

Daytime: 01636 707170      namtrading@onetel.com

Evening: 0115 9201536      howardheeley.dtep@ntlworld.com

**NEWARK AIR MUSEUM SCHOOL VISIT BOOKING FORM**

**FACILITATOR LED VISIT**

<b>DATE OF VISIT</b>	<b>ARRIVAL TIME</b>	<b>DEPARTURE TIME</b>
<b>No. Children at £5.25</b>	<b>Age of Children</b>	
<b>No. of Helpers at £3.50</b>		

Which of the following Activities do you wish to book?

Flight: YES/NO *Please delete one.*

Kite Flying: YES/NO *Please delete one.*

World War II: YES/NO *Please delete one.*

Guided Tour: YES/NO *Please delete one.*

Aircraft Tour: YES/NO *Please delete one.*

**UNESCORTED VISIT**

<b>DATE OF VISIT</b>	<b>ARRIVAL TIME</b>	<b>DEPARTURE TIME</b>
<b>No. Children at £3.50</b>	<b>Age of Children</b>	
<b>No. of Helpers at £3.50</b>		

Do you wish to order a CD ROM before you visit? YES/NO *Please delete one.*

Number of Teachers / Adult Helpers taking part on the visit \_\_\_\_\_

Deposit for daytime visit £30.00 sent on cheque no. \_\_\_\_\_

Name \_\_\_\_\_ School \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Post Code \_\_\_\_\_

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School Telephone \_\_\_\_\_

Email \_\_\_\_\_

Please tick this box  if you **do not** wish to receive mailing information from us.