

Handy Hints for a Successful School Visit

The Learning Zone

The entrance to the **Learning Zone** is at Great Charles Street. Here you will find the following facilities dedicated to schools, to help you with your visit:

- **Toilets**
- A place to leave **coats and bags**: these can be locked up until the end of your visit.
- **Lunch area**: Each school can book a 30 minute slot. If you have booked lunch your confirmation form states the agreed time. Please stick to your slot - the lunch area can be very busy!
- The **Learning Zone Assistant** is here to help. Please ask if you have any queries regarding your visit.

In the Museum and Art Gallery

Some guidelines to help towards a successful visit:

- **Pupils should be supervised**; we recommend a ratio of 1 adult for every 10 pupils. This adult should supervise throughout the visit.
- If you would like to visit **the shop**, arrange your timetable so that a maximum of 15 pupils are in the shop at any one time.
- Teach your pupils to **respect their Museum**; they should not touch exhibits or the surrounding environment (walls etc), unless invited to do so. We have specifically designed interactive activities and galleries, where we encourage visitors to engage with work through touch and sound, as well as sight.
- Food and drink can only be consumed in the designated lunch area and chewing gum is not permitted in the building.
- Pupils should **walk through the galleries**. Running, especially up and down stairs, poses a safety hazard.
- We like pupils to **talk** to one another about their work, but please remind them to do so **quietly!**
- If you here the **fire alarm**, leave the building via the nearest exit, the Museum Assistants will guide you.
- We are here to help you, so if you have any concerns on the day, please ask a member of staff.

Enjoy your visit!

Contact Details

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