

Essential information

Unearth

Essential information for group leaders and adult supervisors



To ensure your visit is successful, please consider and act upon the following guidelines.

Supervision

The Museum recommends a supervision ratio of **one adult to every ten children**.

Following government advice from the DfES¹, the Museum stresses that **teachers retain responsibility for groups at all times**.

Please read our code of conduct, which outlines our expectations of group leaders and the behaviour of their students; in particular pupils must:

- not take unnecessary risks such as running on site or climbing on machinery;
- follow the instructions of the leader and other supervisors including Museum staff;
- dress and behave sensibly and responsibly;
- look out for anything that might hurt or threaten themselves or anyone in the group and tell the group leader or supervisor about it.

Underground

Supervision

School groups have underground tours in groups of nineteen, including two adult supervisors.

1 x Mining Guide
2 x Supervising Adults
17 x Students

It is essential that there are two adults, so that one is available in the event that a pupil decides not to go underground, at short notice. The Mining Guides cannot supervise such students. **Tours will not take place without suitable adult supervision.**

Duration

Whilst an hour is spent underground, groups will require 1 hour 20 minutes in order to collect and deposit hard hats and cap lamps. Parties descend at 10 minute intervals.

¹ Department for Education and Skills, 'Health and Safety of Pupils on Educational Visits' (DfES Publications, UK, 2001; 14)



Underground continued...

Conditions

The temperature underground is approximately 12°C. Warm clothing and sensible footwear are essential.

Contraband

It is not safe to take cigarettes, matches or battery operated items underground. These items are classed as contraband and will be retained in a locked drawer for safekeeping in the lamp room whilst an underground tour takes place.

Hope Pit site

The Hope Pit site is approximately 5-10 minutes walk from Reception. To reach the site: turn left out of the visitor centre and follow the main road through the site, passing the entrance and crossing the roundabout. Please be aware of traffic entering the site and always walk within the pedestrian lines. Follow the road along, going past the stockyard on your left and Hope Pit will be in front of you. A self-guided trail around Hope Pit is available to help you explore the historic buildings and educational interactive games.



Dress

The extensive Museum site is a varied environment. Conditions may sometimes be muddy. Please dress appropriately for an outdoor industrial site with uneven surfaces. Trainers with flashing lights must not be worn underground for safety reasons.

Equal opportunities

Every effort will be made to include students with special educational or medical needs. Particular attention should be given to appropriate supervision, which needs to be indicated on your booking form along with any other special requirements. The Education Officer is happy to discuss any arrangements with you.

The majority of the surface and all areas of the Visitor Centre are accessible for visitors in wheelchairs. However, due to the nature of the industrial site, there are uneven surfaces and steep hills.

Wheelchair users or those with serious disabilities are welcome to take a shorter underground tour. For safety reasons, the number of wheelchair users underground at any one time is limited to two. **It is therefore essential to inform the Museum of your needs via the Booking form.**

In exceptional circumstances the Museum reserves the right to refuse admission underground. Decisions will be made based on public safety.

Museum shop

The Museum shop stocks resources for teachers and items suitable for children. Please refer to Educational Resources. Goody bags are available on request.

Please limit groups using the shop to twenty students at one time. These pupils must be fully supervised.

Lunch facilities

A picnic area is available for packed lunches, weather permitting. There is also a shared space where pupils can eat their packed lunch; once notified of your booking the Museum can schedule a period of time for your school to use this space. This time will be given to you on arrival. These are all shared spaces and the Museum asks that they are left clean and tidy after use.

Coat and bag storage

It is advised that coats and bags should be stored on the coach where possible. Lockable cupboards are available in a shared lunch space if required; however, please be aware that the Museum cannot take responsibility for any belongings left in these cupboards.

