



# CRAWLEY MUSEUM

## EDUCATIONAL VISITS

Crawley Museum is an independent local history museum. It tells the history of the town through objects and their stories.

While schools are welcome to arrange their own self-guided visits, these can be enhanced by an education session arranged by museum staff.

The museum's education sessions are design to enhance the national Curriculum. Although the main focus is on history and geography, links can also be made with other subjects, including English, DT and Art & Design.

We cater for pupils from nursery age to adult learners, although our main offer is to primary school aged children.

### Primary School Sessions

**Crawley Prehistory:** This session is for KS2, although it can be adapted for different age groups. It starts with a discussion of what is prehistory, and how we can find out about this period using objects rather than written texts. The session then focuses on a discussion of the stone age, bronze age and iron age in Crawley, and the creation of a timeline. Children are able to handle objects, including flint axe heads and iron ore.

**Crawley Through the Ages:** This session is for both KS1 and KS2, although it can be adapted for other age groups. It provides an overview of the development of Crawley, starting with prehistoric times, and going via Medieval and Victorian Crawley to the 20<sup>th</sup> Century New Town. The session creates a timeline to reflect the changes to Crawley. Children are able to handle objects from the differing time periods.

**Making Your Own Museum:** This session is for both KS1 and KS2, although it can be adapted for other age groups. The session encourages children to consider what is important in the creation of a museum, and the display of objects. The session can be focused on specific museum content depending on teacher request.

**Shoemaker:** This session is designed for reception and KS1. Links can be made to the story of the Elves and the Shoemaker. The session focuses on what a shoemaker does, and through handling different items encourages children to think about how shoes are made and what the different tools are for.

**Victorians:** This session is designed for KS2. Drawing on objects, images and written accounts, it provides children with the opportunity to investigate Crawley during Victorian times.

**World War Two:** This session is designed for KS2. Drawing on artefacts, images and oral history, children will investigate how the impact of World War Two in Crawley, especially in relation to the experience of children.

**Bespoke Sessions:** Bespoke sessions can be designed on request. Please contact us to discuss your requirements.

Sessions are led by members of the Museum's Learning team and provide the opportunity to look at and handle objects and discuss their significance. For KS2 sessions an emphasis is also placed on historical investigation and the use of evidence.

## **Format of an Education Session in the museum**

The general format of a KS1 or KS2 educational session is as follows, although this can be adapted to meet the needs of the specific group.

### **Arriving at the Museum**

On arrival you will be met by a member of the Learning Team who will take you to the Learning Space, where we are able to store your coats and bags.

## **Welcome & Safety Briefing**

The visit will begin with a welcome and safety briefing by a member of the Learning Team. This will include an introduction to museum staff, location of the toilets, health and safety information, alarm procedures and an overview of the visit.

## **Gallery Activity**

This activity is designed to familiarise the children with the museum layout and its displays. The children will be asked to divide into small groups and find specific exhibits in the museum (these vary according to the focus of the session) and to answer questions about them. These will then be discussed when they return to the education room.

## **Talk & Handling Session / Investigation Session**

The talk and handling session takes place in the education room and includes a talk by a member of the Learning Team, including showing images and objects appropriate to the theme and allowing children to handle them. Discussion with the children is a key part of this activity. For KS2 sessions children can be asked to carry out their own investigation, using a range of artefacts as well as an examination of the exhibits within the museum.

## **Timing of Visits**

Educational visits are normally available throughout the week. The museum opens at 10.30am. The timing of the visit can be arranged around your specific requirements. You should allow at least an hour and a half for the visit.

## **Group Size**

The Learning Space holds a maximum of 40 children. If you wish to bring a group larger than this then it can be possible to divide it into more than one group so that some are looking around the museum while others are in the Learning Space.

## **Education Sessions for Other Groups**

If you would like to arrange an educational session for KS3 or KS4 students, college students, adult learners, or any other group, please contact the Learning and Liaison Officer to discuss this.

## **Museum Facilities**

We have a dedicated education room, where the main education session takes place. This space is also available if you wish your group to have lunch at the museum,

There is a small indoor refreshments area with self-service machines.

There is also a small outdoor space.

The museum has a shop which sells a selection of items.

We have three individual toilets, one of which has baby changing facilities.

## **Disabled Access**

We welcome children and adults of all abilities.

All public areas of the museum are accessible to wheelchair users and those with limited mobility. The building has an entrance ramp with a handrail, a lift to the first floor and an accessible toilet. Seats are available in some rooms.

If any member of your group has any access requirements that we need to accommodate please let us know in advance.

## Getting to the museum

### **Museum Location**

Museum Address:  
The Tree  
103 High Street  
Crawley  
West Sussex  
RH10 1DD

The museum is on the corner of the High Street and The Boulevard. The visitor entrance to the museum is in The Boulevard.

### **Traveling by train**

Crawley train station is on the train lines from London Victoria and London Bridge to Horsham, Portsmouth and Southampton and is served by a frequent train service.

Crawley Museum is a 10 minute walk from the train station.

### **Travelling by Bus**

Crawley is well served by buses from the surrounding area, and has a frequent local bus service which covers the town centre.

Crawley Museum is a 7 minute walk from the Bus Station

### **Travelling by Coach**

Groups arriving by coach or minibus can be dropped off outside the museum.

### **Travelling by car**

The museum has very limited onsite parking facilities. If you would like to discuss whether a parking space can be available on the day of your visit please let us know.

## Pre Visits

Teaching staff are welcome to visit the museum prior to the school visit to carry out risk assessments and plan their visit. If you would like to meet the Learning and Liaison Officer during this preliminary visit then please arrange this in advance.

## Booking and Payment

### Session Prices

The cost of an educational session is £1.50 per child.

An invoice will be issued on the day of the visit. Payment is required on the day of the visit or within 2 weeks. If paying by cheque please make it payable to Crawley Museums CIO.

### Booking an Educational Visit

All school visits must be booked in advance. We will need the following information:

- The date(s) you wish to book (please have a range of dates available in case your chosen date is fully booked)
- School Address and email address
- Contact telephone number
- Number of children and teachers that will be attending
- Estimated time of arrival and departure
- Which session you require, or if you wish to arrange a self-guided visit.
- Any specific access requirements

## Outreach Sessions

We also offer outreach sessions at the cost of £45 a session. These are usually delivered in person, but we're happy to discuss other ways of delivering sessions in order to meet your requirements.

## Contact Details

For further information, or to book a session please contact our Learning and Liaison Officer.

Phone - 01293 539088 or 07712657555

Email – [Andrea@crawleymuseums.org](mailto:Andrea@crawleymuseums.org)