

Education Pack



2011/2012

Your Pack

Thank you for your interest in bringing your students to Royal Victoria Country Park (RVCP). Enclosed in this pack is all the information that you need to plan your day with us. Please read through it and either fill in the booking form and send back to us or if you have any questions please give us a ring and we can answer them for you.

Contact: Education Officer 02380 455157

Pack contains the following:

Page Number

- 3. Overview of educational visits
- 4. Prices
- 5. Taster activities
- 9. Essential visit information
- 11. Park facilities
- 13. Guidelines
- 16. Booking form
- 17. Evaluation form
- 21. Contact details

Royal Victoria Country Park Educational Visits

Introduction

RVCP is the perfect place to bring learning to life. This unique site right on the coast overlooking Southampton Water offers something for everyone with wonderful wildlife, rich heritage and a great range of park facilities.

There are extensive areas of shingle shoreline, parkland, ponds and mature woodland as well as wildflower areas and a community orchard which together provide a valuable outdoor learning resource for schools and other groups. In addition, we have Acorns Education Facility that can be hired out to groups for indoor learning.

The site also has plenty of historical interest with the remains of a huge Victorian hospital on site which was home to Britain's first purpose built military hospital of the day, opened in 1863 and demolished in 1966. The iconic chapel building now houses the site's exhibition area.

Educational Activities

We offer a range of exciting environmental activities for Key Stage 1, Key Stage 2 and Key Stage 3 pupils during term time and activities for community groups which are led by the Education Officer at Royal Victoria Country Park or self led. Group leaders and helpers are encouraged to become involved in all the activities.

Education Officer Led Activities

We run Education Officer led activities upon request and subject to availability. Sessions may be for 1-2 hours or all day. These activities can be adapted to suit your school or group's needs and relate to the National Curriculum. Help with planning your visit is also available from our Education Officer who will create a programme of activities for you as part of your essential pre visit to the site.

At present, we offer a range of interactive activities including seashore safaris, adaptation exploration and history detectives with a combination of Education Officer led activities and self led sessions both outside on site and in the Victorian Chapel. Our Education Officer will provide all instructions and resources for the activities. All activities are flexible and adapted to the age and learning needs of each class/ year group.

Self Led Activities

Some of our activities are self led. These activities can be adapted to suit your school or group's needs and relate to the National Curriculum. Sessions vary in length from 1-2 hours. These self led activities are carried out by the school or group and the school or group remains responsible for ensuring high standards of health and safety at all times during these sessions. We encourage schools and groups to run their own self guided activities alongside our Education Officer led activities.

The Education Officer will meet with you when you arrive upon site to provide a basic health and safety talk before you begin your activities. Help with planning your visit is also available from our Education Officer.

Suitability of Activities

All schools and children's clubs are welcome to take part in our education activities. The recommended age group for each activity is given but all activities can be adapted to suit other ages. Please contact the Education Officer if you would like to discuss the suitability of any of the activities for children with different needs.

Pre Visits

A pre visit for all group leaders is essential for both Education Officer and self led activities in order to secure your booking. During the pre visit, our Education Officer will help you with the planning of your visit and create a specially designed programme of activities for your visit.

Prices

All activities are charged at £3.50 per child. These fees will include all equipment and information sheets that you will need for your visit. If you are using the education facility there is free car parking at the site for coaches or minibuses. If you are not using the education facility, then standard pay and display charges apply or coaches cost £10 and permits must be arranged with the park office at time of booking.

For activities requiring the use of equipment, the group leader will be responsible for looking after this equipment and a tick-sheet of equipment you are using will be provided by the Park in your pre-visit at a cost of £10 per rucksack. All equipment together with the tick-sheet signed by the group leader must be returned to the park office before you leave the site after your event in the correct quantities specified on the sheet and in an undamaged state. Schools/groups will be liable for any missing or damaged equipment and will be invoiced by the Park accordingly. Prices are reviewed each year as part of our pricing policy.

Booking/Availability

Please call the Park Office on tel. 02380 455157 to enquire about bookings and activities.

Activities

A taster of some of the activities we offer are outlined below, please remember, we can alter any of the activities to suit your needs and if you feel that none of them are suitable please contact us to discuss alternative activities.

History Detectives

Royal Victoria Country Park originally formed part of the Netley Abbey Estate and was farmed for 300 years by Cistercian monks until the dissolution of the monasteries during the reign of Henry VIII. It then changed hands several times until it was purchased by the Government in 1856 to build a military hospital. The foundation stone was laid by Queen Victoria who visited the site many times during her life-time. The hospital was the largest purpose built military hospital of its day with 138 busy wards. The main building was finally demolished in 1966 and purchased by Hampshire County Council in May 1980 and transformed into the present Country Park.

Discover more about the Park and it's history during this day of activities. There are a number of trails and activity sheets to choose from, Secret Service Missions and Florence Nightingale which are all indoor worksheets in the Heritage Visitor Centre and History and Secret Service trails which take children out and about around the Park.

Secret Service Missions: A selection of history games with a secret service theme. Children can work individually or in groups to act as spies and break the secret codes to complete their missions.

Time: 1 hr Key Stage: 1/2/3 (History and English)
Aim and outcome of Activity: To work in groups to use problem solving skills. Children will be able to apply their problem solving skills to new situations and work effectively in groups.

Florence: An activity sheet designed to introduce children to Florence Nightingale's important work and her connections with the hospital.

Time: 1 hr Key Stage: 1,2 (History, English)
Aim and outcome of Activity: To build up children's knowledge of Florence Nightingale's role with the site. Children will be able to understand the Florence Nightingale era

History Trail: Children in small groups follow a simple map to find out more about the Park and its fascinating history.

Time: 1 hr *Key Stage:* 1/2 (History and Geography)

Aim and Outcome of Activity: To work in groups to use problem solving skills. Children will be able to apply their problem solving skills to new situations and work effectively in groups.

Artefacts and role play: A range of different artefacts and uniforms dating back to World War I allowing children to explore interactively life in this period

Time: 40min *Key stage:* 1/2/3 (history and drama)

Aim and Outcome of Activity: To experience life as an injured soldier/patient in a military hospital

Seashore safari

Royal Victoria Country Park lies adjacent to Southampton Water and is one of the few country parks within Hampshire with coastal areas and sea views! The foreshore extends from the Main Entrance to Netley Sailing Club and falls within a Site of Special Scientific Interest (SSSI) which is a nationally important wildlife site and includes the Lee on Solent to Itchen Estuary. The area is also of international wildlife importance– it is a Special Protection Area (SPA) for birds and Special Area of Conservation (SAC). The beach has a low gradient and is mainly composed of shingle. The intertidal zone consists of mudflats containing many species of marine invertebrate providing a rich source of food for overwintering and migrating birds such as Oystercatcher and Brent Geese.

Discover more about the Park's rich seashore with this fun day of seashore activities. The day will consist of a 2 hour Education Officer led seashore safari session with seashore art and scavenger hunt sheets provided for the rest of the day.

Seashore Safari: Children work in small groups and are given plastic trays and ID sheets to study the shore from the high tide zone to the low tide zone. Most living creatures take shelter at low tide underneath rocks and boulders, but with adult help, children can move these to reveal the animals hiding underneath. This activity provides hands on study of marine life and can show the adaptations of various animals and their food chains.

Time: 1 hr *Key Stage:* 1/2/3 (Plant Unit in Science)

Aim and outcome of Activity: To build up knowledge of the seashore and its wildlife. Children will know what plant life and wildlife lives by the seashore and understand basic food chains and interactions.

Seashore Art: Groups can make 'art attack' style art on the foreshore using natural materials.

Time: 1 hr *Key Stage:* 1/2/3 Art

Aim and outcome of Activity: To work as a team to create an 'Art Attack' using a variety of natural materials found on the seashore. Ability to work

as a team and understanding of natural and non natural materials.

Seashore Scavenger: Children use sheets to find different objects on the shore including natural and non natural items. Introduces children to sustainability and recycling.

Time: 1 hr

Key Stage: 1+2 (Science, English)

Aim and outcome of Activity: To build up knowledge of the seashore and its wildlife. Children will understand the meaning of sustainability and what their role is in it.

Adaptation Exploration

A fun packed day looking at different habitats and the adaptations of the different creatures that live in the habitats.

This day includes a one hour Education Officer led session of pond dipping at Acorns Pond and a minibeast safari.

Pond dipping: An Education Officer led session for up to 15 pupils at a time taking an in depth look at the variety and adaptations of pond life. The children will be given demonstrations and instructions on pond dipping and help with identifying the different creatures found and the adaptations that they have for life in the water.

Time: 1 hr

Key Stage: 1+2 (Habitats Unit in Science)

Aim and outcome of Activity: To explore the diversity of life and how it has adapted to its environment. Children will recognise that different organisms will have different adaptations depending on where they live.

Minibeast Safari: This activity involves an introductory session to explore which minibeasts live within the woodland such as woodlice and beetles. Children will also learn about their adaptations and life cycles. Children will do a bug hunt using magnifying pots and simple keys to help identify the creatures and then discuss food chains and compare the different adaptations i.e. camouflage.

Time: 1 hr

Key Stage: 1 + 2 (Habitats Unit in Science, Maths)

Aim and outcome of Activity: To teach children about minibeasts and their environment. Children will appreciate the variety of life in a small area and the characteristics of different minibeasts and how they interact.

We also offer:

Orienteering Trails

There are two orienteering courses in the Park. The shorter course is 1.5km and the longer one is 2.8km. both are self led. Packs for schools contain instructions, details of both courses and a colour map.

Type of Activity: *Self Led, Outdoor*

Time: *1-2 hrs* *Key Stage:* *2 (geography)*

Aim and outcome of Activity: *To apply children's map reading and orienteering skills to a real life situation. Children will use their group work skills to navigate their way around the site.*

School and Group Visits - Essential Information

The following information answers many commonly asked questions and gives ideas on how to make the most of your visit.

Pre Visits

A pre visit for group leaders is essential for all activities and your booking will not be secured until you have attended. Our Education Officer will help you with the planning of your visit at this time.

Coaches, Minibuses and Cars

The car and coach park are well signposted as you come into Royal Victoria Country Park. The coach park is situated in Tall Pines Car Park which is only a few minutes walk from Acorns Education Facility, the Cedar Tea Rooms and toilets. Groups visiting must inform us if they will be bringing a coach at the pre visit. Parking permits are available from the park office upon arrival. The current cost of a coach parking is £10 per coach, free if you hire the Acorns Education Room

Accidents and First Aid

In the event of a minor first aid incident please speak to the Education Officer in charge on a led session or make your way to the Nightingale Shop. In the event of a more serious incident please contact your nearest member of staff. We have appointed first aiders on site at all times but it is recommended that you bring your own first aiders and first aid kit with you on your visit.

Safety

Please follow guidelines set by your Local Education Authority or parent organisation with regard to taking groups on trips and carrying out fieldwork. Please ensure supervision ratios are adhered to. All schools/groups must complete their own risk assessment prior to visiting the Park.

The group leader will also remain solely responsible for the behaviour and discipline of the group at all times on your visit, and if this is not properly controlled, then future visits to the site may be refused at the Park's discretion.

Please be aware that the Park is a public place and on hot days is extremely popular and can get very busy. Therefore, please be mindful of traffic (particularly when crossing roads) and the public at all times.

Insurance

The County Council has its own insurance for any accidents that occur on our site but all groups visiting the site should have their own off site activities insurance.

Lost Children

Should you lose any children in your care, please let the Park know as soon as possible so we can help organise a search. Either phone the Park or call into the Nightingale Shop. It is advisable to explain to children that if they get separated from the group to have a central meeting place such as outside the Nightingale Shop which is easy to spot.

Lost Property

Please report any items lost or found to the Nightingale Shop. Please note: we only keep items for 1 month. Then, they are donated to Charity.

Payment

A parked journal or invoice will be raised for your visit following the pre visit to discuss your requirements and will be payable within 28 days.

Cancellation

If you are unable to attend, please let us know as soon as possible so that we can rearrange a date for you.

Cancellation charges apply to room hire and catering. Standard terms and conditions apply.

Health Risks in the Countryside

We do not wish to scare you: the risks of picking up an infection or disease from the countryside is rare, but we recommend a few simple precautions.

Regular hand washing at the end of all activities and before and after eating. We recommend long trousers for children and adults taking part in activities. This will reduce the risk of grazes and picking up ticks, particularly in the woodland.

Children who have been carrying out activities in the woodland, should check for ticks at the end of the day. Ticks are small black spider like creature less than 5mm long. Typically, they crawl over the skin before finding a dark place to attach themselves. Some ticks carry a bacterium that causes Lyme Disease, which can affect the skin or more seriously the nervous system; fortunately, it is still a rare disease in the UK.

We recommend that children cover up their skin as much as possible, wear a sunhat and sun cream in hot weather and drink plenty of water throughout the day

Weils Disease (which is passed on from Rats Urine) can be contracted from pond water. Hand washing before eating and drinking is essential to reduce the risk of illness.

Please consult NHS Direct for more information.

Park Facilities

Hire of Acorns Education Facility

This is a multi-functional room which can be hired by schools and groups as an optional extra for a small charge. Please see our website for room hire at a subsidised rate for schools/groups. It is a light and airy room a short distance behind the main office building with a small outdoor seating area. The room can be used for meetings but is ideal for school and group activities, and is particularly useful during wet weather where children can eat their lunch. Toilets are outside the building and steps lead into the room. The room has a ramp for wheelchairs. This room must be booked separately through the Park Office. Standard terms and conditions for room hire apply. For further information, please contact 02380 455157.

Heritage Visitor Centre

This iconic building is all that is left of Britain's first purpose built and largest military hospital of the day, it is now used for weddings, events and functions but also houses an interesting exhibition about the rich heritage of the site. Group leaders should be aware that the exhibition area will only be opened if pre-booked. Tours up the tower are available subject to height restrictions and numbers.

Nightingale Gift Shop (located next to the Cedar Tea Rooms)

We welcome groups into our shop which offers an extensive range of gifts and souvenirs. It is recommended that if your students would like to visit the shop, they do so in small groups of no more than 5 and let us know in advance.

Alternatively, we can provide a goody bag service and made up bags ready for collection on the day of your visit. This service must be booked at your pre visit.

Goody bags cost £1 each and contain:

- RVCP eraser
- RVCP postcard and either an
- Insect or Squirty Fish

Contents subject to availability.

Children's souvenir bags at £1 per bag can be booked at your pre visit.

Toilets

Toilets are located next to the Cedar Tea Rooms, open all year round and in the Heritage Visitor Centre, only open May-Sept. There are also separate toilets if you decide to hire Acorns Education Room. Please closely supervise all children in your care when using these facilities.

Cedar Tea-rooms

The tea rooms are managed by Wise Catering. Children's lunches are available from the Tea-rooms but will need to be pre-booked in advance through Wise Catering on tel. 02380 439280. Children however can bring their own packed lunches. Catering can also be ordered through the hire of Acorns Education Facility at time of booking. Terms and conditions apply.

Play-Areas

The play-areas are owned and managed by the Park and are inspected each day. Access is free of charge and we do have inclusive play equipment for all abilities. Children in your care must be supervised at all times within these areas.

BBQ Areas

There are a number of purpose built BBQ areas for hire by groups around the Park. These areas need to be pre booked in advance. None of these areas are covered areas. Contact us on tel. 02380 455157. These areas are not to be used by schools for picnics.

Picnic Areas

There is a designated picnic area where schools/groups can eat their packed lunches near to the Round Car Park. Unfortunately, this is not a covered area. Alternatively, schools can use the main or lower fields for a picnic if not in use for events. Schools are not allowed to eat their food on the patio area outside the tea-rooms. Schools can if they wish enter our waste free lunch competition, please ask for more information at your pre visit.

Litter

Please put litter within the bins provided. Litter bins are situated within all car park areas.

Ice Creams

Ice Creams are available from the tea-rooms or kiosk near to the Cedar Tea Rooms which is only open during very busy periods in the summer such as weekends and bank holidays. There is often an ice-cream van present outside the Heritage Visitor Centre during school holidays and weekends where ice-creams can be purchased.

Ride the Railway

The site has a miniature railway which covers over a mile of park. A ride on the railway at the end of your visit would be a great way to end a visit to the Royal Victoria Country Park. An additional charge will apply and visits must be pre booked with the Railway's Owner Mr. Pete Bowers. Tel. 02380 456246. Please inform us if you would like to use this facility as time must be planned into your visit.

Royal Victoria Country Park Educational Visit

Guidelines for Teachers

Before your visit

- ✓ Education Officer led visits must be booked in advance.
- ✓ Groups may need to be divided to complete activities at different times throughout the day.
- ✓ We insist on a pre-visit to familiarise yourself with the park and complete your own risk assessments. If you require guidance on activities or areas of the park please do not hesitate to contact us.
- ✓ Supervision Ratios:- Foundation 1:4 KS1 1:5 KS2 1:12 Please remember that our staff cannot be included in your ratios.
- ✓ This is an open country site, for self tutored visits at least one leader must hold the Open Country Award.
- ✓ For self led beach studies please remember to check tide times.
- ✓ Please ensure your group brings appropriate outdoor clothing and footwear for all weathers. Supplies of water and sun cream are advised.
- ✓ Goody Bags are available from the shop for £1 each, but must be pre ordered. If you would like to use this service please fill in the order form in the Education Pack. Or download it from the website.

On the day

- ✓ The public toilets are open every day and are situated next to the Cedar Tea-rooms. We recommend they are used in small groups, i.e. 5 at a time.
- ✓ Please report to the park office to collect any equipment and meet the Education Officer for pre booked activities.
- ✓ School staff are responsible for the welfare and behaviour of children throughout your visit including during Education Officer led activities.
- ✓ Please ensure you have a nominated first aider for your visit.
- ✓ In case of an emergency please call for an ambulance directly inform Park Staff who can provide assistance and advice.

After your visit

- ✓ Please complete an evaluation form after your visit to help us develop and improve our facilities and our service to you.

Health and Safety Guidelines

Please note this is not a risk assessment but a guide to help you when completing your own.

Location	Hazard	Risk	Severity	Controls
Beach	Possibility of drowning	Low	High	Throw bags are available to borrow from the park
Coach / Car Parks	Injury from traffic	Low	High	5 mph speed limits in place in car parks and 10mph on all other access roads on site Activities should be held away from car parks Vigilance and close group control
Site Wide	Slips, trips and falls	Med	Low	Play area and most used areas of park inspected daily, extremities inspected weekly
	Cuts and scratches from plants	Med	Low	Verbal warning in health and safety talk
	Allergies to insects and plants	Low	Medium	Ensure staff aware of group allergies and have antidotes
	Dog bites	Low	Medium	Signs around park to keep dogs on leads. Rangers give warning if inappropriate behaviour spotted
	Snake bites	Low	High	Verbal warning in introduction
	Heat Exhaustion	Low	Medium	Groups advised to bring plenty of water
	Abduction / assault by member of public	Low	High	Groups advised on ratios of adults to children and to make regular head counts.
	Injury from falling trees and branches	Low	Medium	Daily inspection of most used areas of site and weekly inspections of extremities Trees surveyed yearly

Information for Group Leaders

Thank you for offering to help with your school visit. Although you may receive information from the school we hope that the information provided here will give you a clear idea of what to expect from your visit.

Working in groups

- We expect the children in your assigned group to:
 - Stay close to you
 - Behave sensibly
 - Listen carefully to instructions
 - Ask and answer questions
- We expect you to:
 - Make frequent head counts and alert us immediately if any child is missing
 - Help children learn to recognise dangers like fungi, water, and uneven ground
 - Help children actively engage and become involved in activities to get the most out of the visit
 - Praise sensible behaviour
 - Encourage children to ask and answer questions

Other notes

- Please dress appropriately for the weather
- Keep valuables to a minimum and do not leave them on display in any vehicles
- Enthusiastic support from teachers, parents and other adults is of paramount importance. Please lead by example. Remember if adults show disinterest and reluctance to get involved in the activities children will copy them.

Royal Victoria Country Park Educational Visit Booking Form

Details

Name of School/ Organisation:	
Address:	
Name of Organiser:	
Contact Number:	
Fax:	
Email:	
Org Unit Number for HCC Use Only:	
Date of Visit:	
Approx Arrival Time:	
Departure Time:	
Age Range of Group / Key Stage:	
Number of Students:	
Number of Adults:	
Number of rangers required:	
Number of Coach/car passes Required:	
Goody Bags Y/N (Please delete).	
Number of Bags:	
Acorns Education Facility (Separate Room Hire Booking Form to be filled in) Required Y/N (Please delete)	
Pre Visit Date Confirmed upon booking:	

Activities

Please indicate what the school/group is interested in.

Activity	Learning objectives
History Detectives	
Seashore Adventures	
Adaptation Exploration	
Other	

Main curriculum focus of the school/group's visit :

Preparation:

Timetable:

Suggested follow up work:

Costs confirmed by Office following pre visit

Item	Number	Cost
Size of group		
Goody Bags		
Parking Permits		
Total cost		

Please note: Schools are exempt from paying VAT. For groups outside HCC, goody bags and parking is subject to VAT

Office use only	Date	Amount	SAP Ref
Booking taken by			
No of additional rangers needed			
Copy of booking form passed to Admin			
Date of Pre Visit			
Invoice/parked journal (delete) generated			

Royal Victoria Country Park Educational Visit Evaluation Form

Name of school /
organisation.....
Date of visit...../...../.....

Visit outline as agreed at your pre visit
Please list any self led activities (if applicable)
Please list any Education Officer led activities (if applicable)

Facilities used

	Excellent	Good	Average	Poor	Very poor	n/a
Toilets						
Activity pack						
Railway ride						
Tea-rooms						
Acorns education room						
Shop						
Picnic areas						
BBQ areas						
Parking						
Heritage visitor centre						
Goody bags						

Education Officer led activities

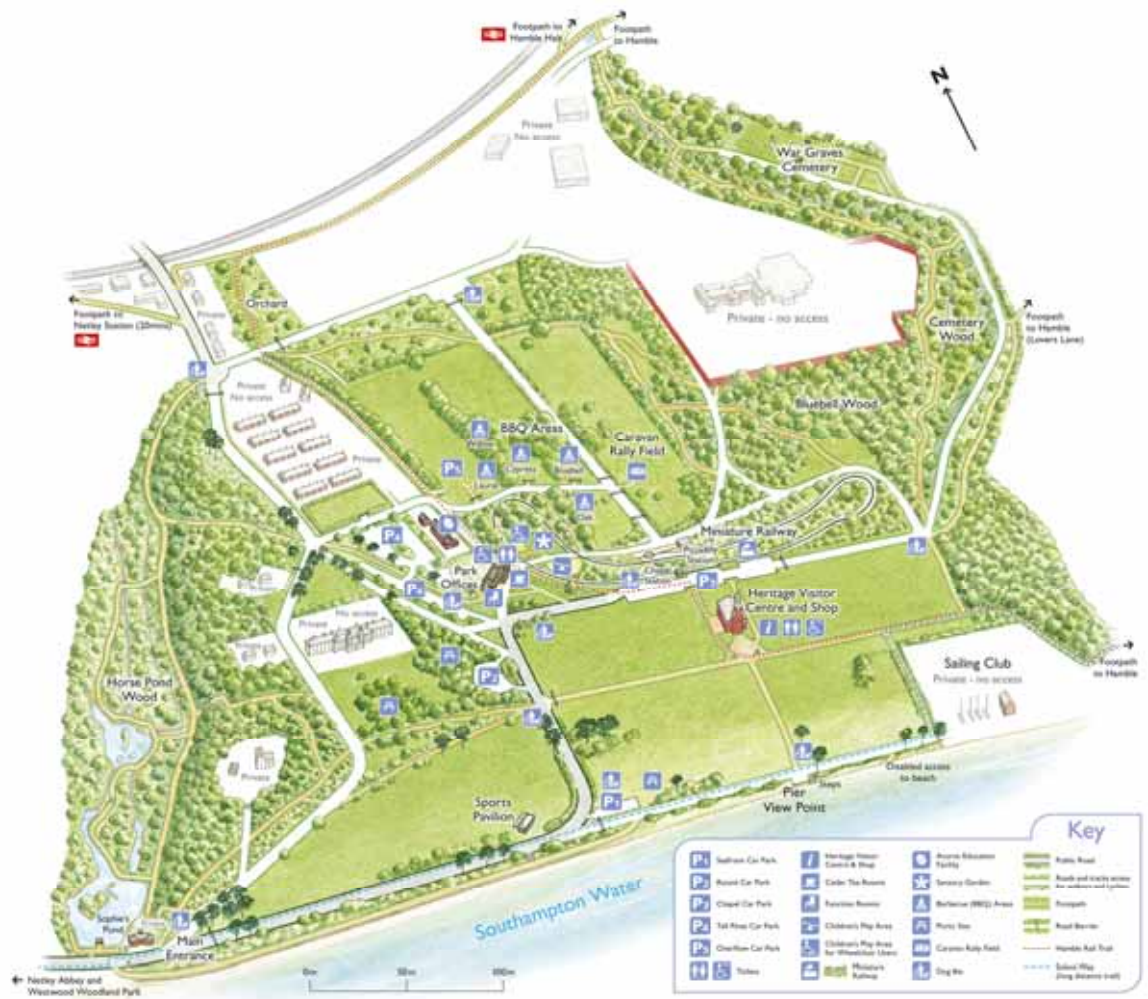
Were learning objectives met?	
Please comment on teaching styles relating to age, ability, prior learning and amount of time available.	
Were teaching resources and equipment appropriate for the purpose, sufficient for the number of users and well maintained?	

We are keen to improve and develop our services further. Please let us know of any other activities you would like us to provide or of any improvements to be made.

Comments

Thank you for taking the time to fill out this form. Your comments matter to us.

Map of Royal Victoria Country Park



Contact

Royal Victoria Country Park
Park Centre
Netley Abbey
Southampton
SO31 5GA
Tel. 02380 455157

Telephone Enquiries to:

Education Officer

02380 455157