



## WILDWOOD OUTREACH VISITS FOR PRIMARY SCHOOLS INFORMATION SHEET

### OUTREACH EDUCATION CONTACT:

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### GENERAL INFORMATION

The Wildwood Schools Outreach programme is a range of **curriculum based workshops**, coordinated by the Wildwood Trust Education Team. Our outreach officers visit schools where they lead interactive workshops about wildlife designed to be fun and engage the children. Our programme is flexible and we can adapt a workshop to meet your curriculum needs if required.

Wildwood's outreach programme was initially funded for two years by the Heritage Lottery Fund and was free to certain local schools. Funding has now come to an end and we have launched a new service to meet schools' demands for outreach. Unfortunately, we now have to administer a charge to cover staff costs and resources. (Price sheet included separately).

- Workshops delivered by the Wildwood outreach programme are detailed on a separate sheet.
- They are designed to be delivered to a class of 30 children.
- Most of our workshops can be adapted for all age groups, however, some target certain curriculum requirements designed for specific age groups. Please contact us if you would like more detailed information.
- The workshops last approximately 45 minutes to one hour although they can be made shorter for younger ages.
- Our earliest time of arrival will usually be approx. 10am as we need to collect resources from Wildwood before visiting the school.
- Tutors may occasionally require assistance unloading equipment.

- We can deliver a maximum of 4 workshops in one day and require a short break in between each one to reset the workshop or move between classes.
- For most workshops the use of the hall is preferred, although it is possible to hold all workshops in the classroom if space is made.
- We will aim to let you know in advance if specific requirements are needed for workshops.
- At least one member of school staff should be present during the workshop.
- **Discipline and good behaviour of the children remains the responsibility of the class teacher at all times.**
- Artefacts are used in most workshops and children will need to be supervised.
- Occasionally, live animals may be brought into the school. Children will be given guidelines on appropriate behaviour by the tutor.
- Animal fur may be used in some workshops and teachers will need to be aware of any children who suffer from allergies.
- Please alert us to any children in the class who have special needs.
- We will ask each school to provide feedback on workshops taken. This is important to us as we will use this to ascertain if the workshops and outreach tutors are providing appropriate enhanced curriculum input.
- Please see our website [www.wildwoodtrust.org](http://www.wildwoodtrust.org) to download a copy of our guidebook, many educational packs and information for teachers. Not everything is on our website yet - more resources are available from the education department direct.

### BOOKING PROCEDURE

- Please look at the activities list to choose your workshop. **The same workshop will need to be booked for all classes visited on the same day.**
- Fill in the booking form with all information requested and return.
- Once we have received the form we will contact you confirming the booking.
- Please be aware that over the year's programme there may be occasions when due to unforeseeable events a visit may need to be cancelled. When this occurs it will be possible to offer a replacement date.
- Live animals cannot always be guaranteed. The animals we use live outdoors in natural unheated enclosures. It is not possible to bring them into a warm school and then return them to outdoor enclosures when the weather is very cold.

*If there is anything else you would like to know, please do not hesitate to get in touch with us.*