



The
Postal
Museum

First Class Learning at
The Postal Museum

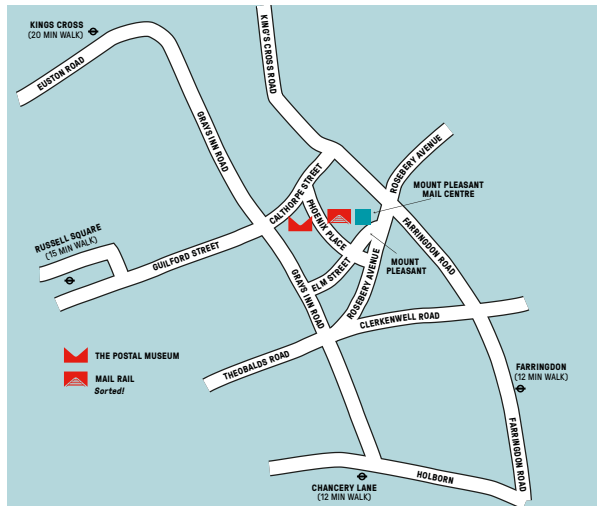


PRIMARY SCHOOLS PROGRAMME

AUTUMN 2017

The Postal Museum: Delivering First Class Learning

Location



The Postal Museum
15 – 20 Phoenix Place
London WC1X 0DA

Opening hours
The Postal Museum
Open daily 10.00 – 17.00
Last admission 16.00

Mail Rail
Open daily 10.00 – 17.00
LIMITED AVAILABILITY AUTUMN TERM

Sorted!
Open daily 10.00 – 17.00
45-minute timeslots

Plan your journey

Use TFL Journey Planner to plan your route and check for up-to-date information about travel delays that may affect your journey.

Schools in Greater London can apply for free public transport. To find out more visit www.schoolparty.tfl.gov.uk

Underground

Chancery Lane, Farringdon
King's Cross, Russell Square
(between 10 – 25 minutes on foot)

Buses

Grays Inn Road (17, 45, 46)
Farringdon Road (63, 748)
Rosebery Avenue (19, 38, 341)

Rail stations

Farringdon and King's Cross St. Pancras

Coaches and cars

The Museum is within the Congestion Charging Zone. There is no parking. Arrange drop-off and collection points with your coach operator.

Access

The Postal Museum is split across two sites, separated by a road with a zebra crossing.

The Postal Museum is fully accessible to wheel chair users. The Welcome Space, galleries, shop and café are on street level. The Learning Space, Lunch Room and Discovery Room are on the first floor and can be accessed by stairs or lift.

Mail Rail is across the road. Entrance to Mail Rail Welcome Space, *Sorted!* and the shop are on street level. Mail Rail exhibition and ride are below ground and can be accessed by stairs or lift.

The Postal Museum: A brand new attraction for your school

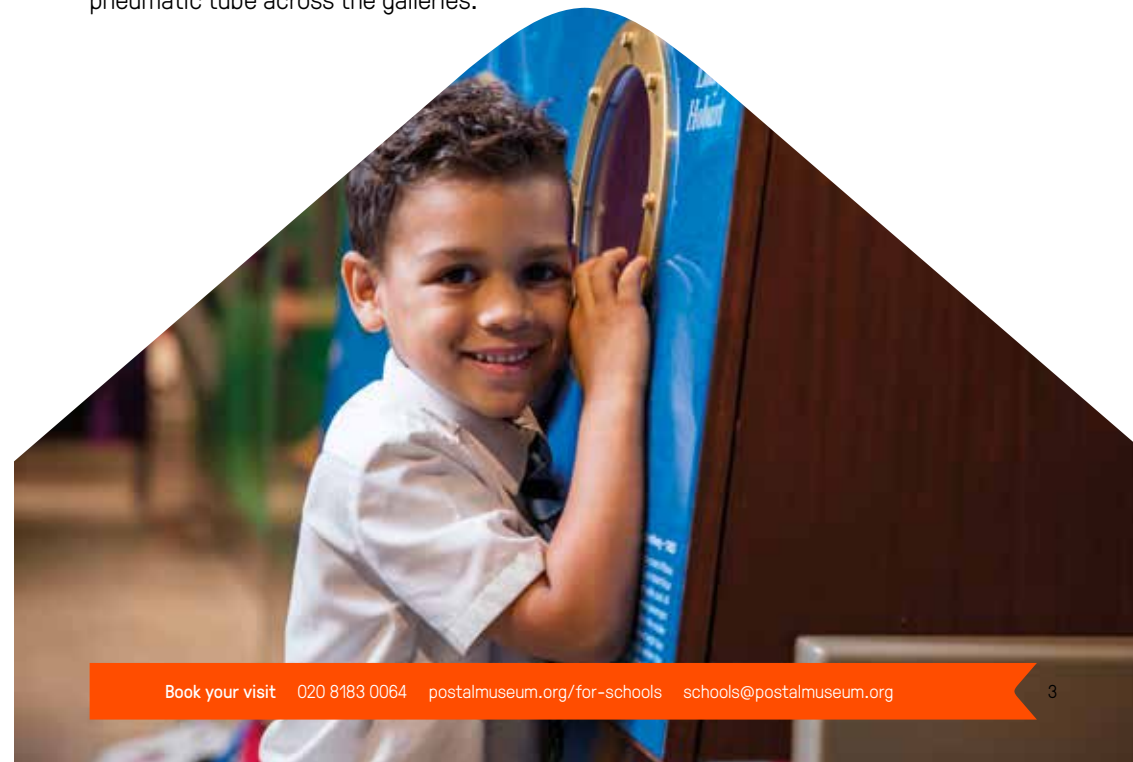
Five interactive galleries reveal 500 years of communications history through the post. Fascinating displays will engage the curiosity of your pupils with our objects and stories.

Step into the shoes of postal workers through the centuries. Get up close to an early Mail Coach and try to defend the mail. Peer into port holes to spy Post Office packet ships under attack from pirates and dress up as a Victorian post woman or telegram messenger boy.

Investigate ground-breaking design and technology, including quirky vehicles and unusual methods used deliver the post. Test your telegraphist skills to decipher Morse code, or send a message in a pneumatic tube across the galleries.

Examine original poster and stamp artwork including a rare sheet of iconic Penny Black stamps. Follow the rise of social mail, from the world's first Christmas card, to early greetings cards, and curious address postcards.

Peer into the lives of ordinary people and listen to their stories in our telephone kiosks. Read telegrams from the Titanic and poignant soldiers' letters from the Front Line in the First World War. Make personal connections to the national story of how a humble service revolutionised our lives.



What will your school discover at The Postal Museum?

From History, Maths, Geography, STEM, Literacy, Computing to Art and Design - our collections support learning across the curriculum.

Facilitated Sessions

Workshops, interactive science shows and storytelling sessions reveal remarkable stories from the postal past.

Get hands-on with original objects, overcome a challenge or solve a problem.

Our flexible approach can be adapted for your pupils and will develop critical thinking, problem-solving and communication skills.

- Facilitated sessions are available Monday - Friday in term time.
- Sessions start between 10.15 - 10.45 (depending on travel time).
- Sessions are for a maximum of 30 pupils (unless indicated).
- Sessions can be provided for up to 3 classes per day.
- Special events and seasonal workshops are available as indicated.

Costs

Include entry to The Postal Museum for all pupils and accompanying adults within our adult: child ratios plus additional SEND support.

Facilities

- Lockable coat and bag cupboards
- 30-minute timeslots for the Lunch Room

Follow us on Twitter [@thepostalmuseum](https://twitter.com/thepostalmuseum)

Postal Packages

Make a day of it. Book a Postal Package to put a unique stamp on your visit. Select a session, explore our galleries, stay and play in *Sorted!* or ride Mail Rail.

Learning Resources

Gallery trails to support your visit and interactive learning resources to bring your lessons to life.

Learning resources cover different subjects, link to session topics and support subject teaching across the curriculum.

postalmuseum.org/learning

OUTREACH

Sessions are available as Outreach as indicated.



RIDE MAIL RAIL

Mail Rail is the exciting highlight of any school visit.

Take your class on an unforgettable immersive underground experience through the original tunnels and station platforms.

Delve into the nuts and bolts of Mail Rail in our interactive exhibition, housed in the original car depot. Climb aboard a battery loco, sort the mail on the move in a Travelling Post Office carriage and explore the lockers of engineers who kept it running around the clock.

Mail Rail rides must be booked in advance. Schools will be allocated a 1-hour time slot to include the 15-minute ride and visit to the Mail Rail exhibition.

LIMITED AVAILABILITY AUTUMN TERM

Cost £3.50 per pupil and accompanying adults within our adult:child ratios plus additional SEND support.

Additional adults will be charged adult group rate for the ride.

School groups larger than 20 will be split across two train rides. Smaller groups may ride the train with other visitors.

Access

Mail Rail is an immersive experience with sights, sounds and lights that some pupils may find overwhelming. Schools are asked to consider this at the point of booking.

Accessible Mail Rail Show in the Mail Rail depot shows the audio-visual presentations from the ride. It is available for visitors who would prefer not to ride Mail Rail for access reasons.

For more information about Mail Rail and access restrictions visit our website.

postalmuseum.org/for-schools



Foundation & Key Stage 1

Storytelling sessions to spark the imagination of little learners.

FDN
KS1



Engineers: GOOD IDEAS!

- 45 mins
- 30 pupils max
- £100 plus VAT
- Monday - Friday

Meet a postal engineer with a GOOD IDEA! Discover the story of Mail Rail through song, movement, dress up and role-play. Take part in hands-on activities to dig deep under London. Compare old and new, explore pushes, pulls, forces and shapes and work together to build a strong tunnel to move mail underground.

FDN Design and Technology, Understanding the World, Communication and Language

KS1 Science, Design and Technology, Maths, History and Geography



OUTREACH



SPECIAL EVENT







The Poetry Postie NATIONAL POETRY DAY

- 1hr 30 mins
- 30 pupils max
- £120 plus VAT
- 28 September

All aboard! Take a magic train ride with the Poetry Postie and be inspired by her colourful, quirky, interactive performance. Follow a gallery trail and use stories in our collections to create poetic postcards, parcels and songs.

FDN Literacy, Understanding the World, Communication and Language
KS1 Literacy, Geography, History, Maths



-  45 mins
-  35 pupils max
-  £90 per class
-  Monday - Friday

**FDN
KS1**

Learn through play in our miniature mail-themed world.

Parcels to deliver, letters to sort, vans to load. There's sack loads to do!

Dress for the job

Try on mini uniforms, and get kitted out to take on the job of postal workers.

The sorting office

Work a shift, and use trolleys, pulleys, slides and chutes to sort parcels and letters of all shapes and sizes.

The Post Office

Help customers to weigh and stamp letters and collect and deliver them in a vintage post van.

On the rounds

Explore a mini neighbourhood, look out for letter boxes, and make a call in a red telephone box.



For children aged 8 and under

Sorted! makes an interactive starting point to a topic or project and puts classroom learning into a real-life context.

Engage in role-play, exploratory play and collaborative learning, practice reading and writing and develop numeracy skills such as counting, sorting, shapes and using weights and measures.



LEARNING RESOURCE

FDN Communication and language, Understanding the world, Literacy, Physical development, Maths

KS1 Literacy, Maths, Geography, Citizenship, Design and Technology

'The sorting office was my favourite bit because the parcels went up and down.'

Year 1 pupil



“Great use of the senses to stimulate the imagination.”
 KS1 Literacy Co-ordinator

The Jolly Postman Learning Programme

FDN
KS1

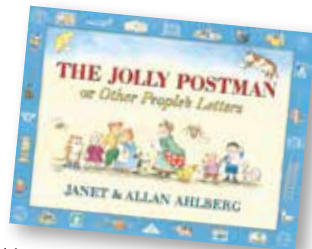
Funded by John Lyons Charity and endorsed by the National Literacy Trust.

Schools in John Lyons boroughs can book for the special rate of £150 plus VAT per programme.

Barnet, Brent, Camden, City of London, City of Westminster, Ealing, Hammersmith & Fulham, Harrow, Kensington and Chelsea.

Over the hills and faraway, help *The Jolly Postman* deliver his letters today. This popular children’s book is brought to life in an interactive literacy learning experience.

- 30 pupils max
- £150 plus VAT
- Monday - Friday



- 45-minute Outreach storytelling (differentiated for FDN/KS1)
- Museum visit with 45-minute workshop*
- Option to visit *Sorted!* (additional £90 per class)

*Outreach storytelling and Museum visit should be booked within the same half term.

FDN Literacy, Maths, Understanding the World, Communication and Language
KS1 Literacy, Geography, History, Maths, Art and Design

OTHER SCHOOLS

Schools in Greater London, outside of the John Lyons boroughs can book *The Jolly Postman* learning programme (Outreach storytelling and museum visit with workshop).

£250 plus VAT

OUTREACH

LEARNING RESOURCE

TEACHER CPD

Outreach Storytelling

Over the hills and faraway, help *The Jolly Postman* deliver his letters today.

FDN
KS1

Journey into Fairyland with *The Jolly Postman*’s friendly helper on a lively literary mission to deliver letters to fairy tale characters. Use songs, rhyme, mime and movement. Discover intriguing props, including a giant version of the enchanting book. Help bring the story to life and send real post of your own, including a special letter to The Postal Museum.

Museum visit

The letter to The Postal Museum has gone missing. Guided by *The Jolly Postman*’s friendly helper follow the post back in time and across the world. This special delivery round will reveal stories behind some of the most curious objects on display.

Take on challenges to find the missing letter. Discover what your birthday card would have looked like a 100 years ago, uncover surprising methods used to move the mail, and find out why some of the first post boxes were painted green.

Differentiated for FDN/KS1

EARLY BIRD OFFER

Book today and receive a free copy of *The Jolly Postman* for each class and a free letter writing set for every pupil.

Generously supported by Penguin Random House and Blake Envelopes.



The Jolly Postman Storytelling

- 45 mins
- 30 pupils max
- £100 plus VAT (MUSEUM)
£180 plus VAT (OUTREACH)
- Monday - Friday

Schools can book *The Jolly Postman* Storytelling either in The Postal Museum or Outreach (subject to availability).

FDN Literacy, Understanding the World, Communication and Language
KS1 Literacy, Geography, History, Maths



Blake







Key Stage 1 and 2

Action-packed workshops, storytelling and science shows delivered by engaging facilitators and actors in role.

HISTORY

KS1
KS2

Pop It In The Post: How the Penny Black Changed our World (years 2 - 6)

-  45 mins
-  30 pupils max
-  £100 plus VAT
-  Monday - Friday

Enter the Victorian world of Sir Rowland Hill, the social reformer who led the campaign for letters to cost just a penny. Take part in role-play and get hands-on with original objects to discover how this small piece of paper changed the world. Discuss the lasting social impact of the Penny Black stamp and find out how communications have developed since Rowland Hill's time.

KS1/2 History, Literacy, Maths, Geography, Art and Design, Citizenship



'A fun way to learn about a famous Victorian and a communications revolution.'
Year 3 class teacher

 **OUTREACH**

 **LEARNING RESOURCE**





Pop It In The Post: How the Penny Black Stamp Changed Our World
postalmuseum.org/learning



'Amazing, immersive historical experience.'
Year 4 class teacher

KS2

Undeliverable! Owing to enemy action (years 3 - 6)

-  45 mins
-  30 pupils max
-  £100 plus VAT
-  Monday - Friday

In the Blitz, post offices have been destroyed across London. The Post Office (GPO) is responsible for all communications. Join postal worker Frederick Gurr and his Rescue and Salvage squad on a mission to save the mail. Original film footage, archival material and objects are used in hands-on communications challenges. In teams, map a safe route, mend parcels and sort letters, and remember 'Blitz or no Blitz; the Post Office delivers the goods'.

KS2 History, Geography, Citizenship, Literacy, Drama







 **OUTREACH**

FIRST WORLD WAR PROGRAMME

In the First World War letters took just two days to reach the Front Line and over 12 million letters were sent every day.

Spies, Lies and Pigeons: Communications in the First World War (years 2 - 6)

-  9 October - 17 November
-  45 mins
-  30 pupils max
-  £100 plus VAT

**KS1
KS2**





Meet a First World War post lady or a soldier in the Post Office Rifles and through their stories discover how the postal service maintained communications on the home and fighting fronts. Get hands-on with original objects, sort and censor letters for the Front Line, cut the wire in No Man's Land and take part in a dramatic reconstruction of the heroic flight of carrier pigeon Cher Ami.

KS1/2 History, Geography, Literacy, Maths, Drama

 **OUTREACH**

'A beautifully acted authentic and interactive experience.'
Year 3 class teacher

Last Post: The Postal Service in the First World War (years 3 - 6)

-  9 October - 17 November
-  1 hour
-  30 pupils max
-  £100 plus VAT

KS2

The First World War left a lasting impact on the postal service. Over 12,500 men and women stepped into their jobs. Working in groups, use historical enquiry skills to investigate postbags containing archival material, objects, letters and photographs. Examine this evidence to write and censor postcards from wartime postal workers, discuss empathy, remembrance and reflect on the experience of going to war.

KS2 History, Geography, Citizenship, Literacy, Art and Design





'Showed the impact of war through the voices of the past.'
Year 5 class teacher

SPECIAL EVENT



KS2

First World War archive visit

-  9, 16, 30 October and 6 November
-  2 hours 30 mins
-  30 pupils max
-  £120 plus VAT

Take part in the *Last Post* workshop. Follow a gallery trail and make a special visit to our archive to get up close to original objects.

A unique opportunity to gain a deeper understanding and empathy for the personal experiences of the men and women who worked for the postal service at war. Meet our archivists and curators and learn how they take care of the First World War material in our collections.

KS2 History, Geography, Literacy, Citizenship

 **LEARNING RESOURCE**

Last Post: The Postal Service in the First World War
postalmuseum.org/learning

SPECIAL EVENT

ART AND DESIGN



Stamped! The Big Draw 2017 (years 3 - 6)

- 10 – 12 October
- 2 hours
- 30 pupils max
- £120 plus VAT



Join in Big Draw 2017

Living Lines: An animated Big Draw Festival #BigDraw2017

Take inspiration from famous stamp designers to create a digital stamp flick book for your class. Follow a design-led gallery trail. Find out about famous stamp makers and sketch ideas. Examine original stamp artwork and get up close to the Penny Black stamp. Get your stamp portrait taken in our pop-up studio, take part in an artist-led workshop and use print-making techniques to create your own stamp.

Stamp designs will be used to create a digital stamp flick book. This will be emailed to your school.

The Postal Museum is a registered Arts Award Centre. *Stamped!* can be used to achieve Discover Arts Award certificates for your pupils.

To find out more visit postalmuseum.org/for-schools



Sorting Office visits (years 4 - 6)

KS2

- 18 September, 9 October, 6 November
- 1 hour 30 mins
- 30 pupils max
- £150 plus VAT includes entry to The Postal Museum

'Today has been a wonderful experience. I liked seeing the different jobs and learning about the history of Royal Mail.'
Year 5 pupil

Exclusive access behind-the-scenes of the Mount Pleasant Mail Centre.

Sorting office tour: Led by Royal Mail employees, the tour will explain how mail is collected from the post box and delivered to its destination.

Training session: Find out how Royal Mail operates as a business and how people and technology work together to process thousands of items of mail every day.

Bring a letter to post at the sorting office.

KS2 Literacy, Maths, Science, Citizenship, Geography





 **TEACHER CPD**

SCIENCE AND COMPUTING

KS2





Cracking Code Breakers: Engineering Colossus the world's first programmable computer (years 5 - 6)

Help Chief Post Office engineer Tommy Flowers to build Colossus, the machine that cracked top secret messages from Hitler! Step inside the Post Office Engineering Research Station at Dollis Hill. Learn about codes, take on engineering tasks and reconstruct Colossus to reveal its vital role in the D-Day landings.

KS2 Computing, History, Science, Technology, Engineering, Maths

'Inspirational! We saw how engineering problems can be overcome with the minimum of equipment!'
Year 6 class teacher



-  1 hour
-  30 pupils max
-  £100 plus VAT
-  Monday - Friday





Discover the lesser known story of the General Post Office's (GPO) role in Second World War codebreaking.

 **OUTREACH**

 **LEARNING RESOURCE**

Cracking Code Breakers learning resource
postalmuseum.org/learning

Mail Rail Science Show: How Technology Solved a Problem (years 3 - 6)

-  45 mins
-  30 pupils max
-  £100 plus VAT
-  Monday - Friday

Discover the postal railway that moved mail under London for over 75 years. Travel through time to meet engineers and find out about early attempts to use pneumatic power to move the mail underground. Take part in fun live experiments, learn engineering skills, and explore the scientific principles behind the world's first driverless electric railway.

KS2 Science, Technology, Maths, Engineering, History, Geography

'Educational and entertaining. It brought to life a hidden part of our local history.'
Year 6 class teacher

 **OUTREACH**

 **LEARNING RESOURCE**

Mail Rail CREST SuperStar Challenges
postalmuseum.org/learning



KS2



Mail Rail Science Show and Cracking Code Breakers are supported by CREST SuperStar Challenges. Download from our website, take on the Challenges and request CREST SuperStar stickers for your pupils.

To find out more visit
postalmuseum.org/learning





CHRISTMAS

Celebrate Christmas through the post. Step back in time, or inside a story.

Pop It In The Christmas Post

- 4 - 21 December
- 1 hour 30 mins
- 30 pupils max
- £120 plus VAT

**KS1
KS2**

Enter the Victorian world of Sir Rowland Hill at Christmas. Discover how the Penny Black stamp led to a rise in social mail including the world's first Christmas card, sent in 1843. Find out how many of our festive traditions date from Victorian times. Examine early Christmas cards, and make your own, but remember to Post Early For Christmas!

KS1/2 History, Literacy, Maths, Art and Design, Citizenship

OUTREACH **LEARNING RESOURCE**

The Jolly Christmas Postman storytelling

NEW DATES DUE TO POPULAR DEMAND

**FDN
KS1**

- 20 November - 21 December
- 1 hour 30 mins
- 30 pupils max
- £120 plus VAT

Can you deliver the Christmas post on time? Join *The Jolly Postman's* happy helper at the busiest time of the year. Are you up to the chilly challenge? Wrap up warm and put your best foot forward to send seasons greetings to familiar fairy tale characters. Solve riddles and rhymes. Make and send your own Christmas cards and receive a special delivery from *The Jolly Postman*.

Museum visit only

Join *The Jolly Postman's* happy helper on a festive jaunt through our galleries. See the world's very first Christmas card and discover how greeting cards and gifts are delivered across the globe from Germany to Greenland in time for Christmas.

FDN Literacy, Understanding the World, Communication and Language

KS1 Literacy, Geography, History, Maths, Art and Design

OUTREACH
 LEARNING RESOURCE



Endorsed by the National Literacy Trust and supported by John Lyons Charity.



POSTAL PACKAGES

Put a unique stamp on your visit with a Postal Package.

Four reasons to book:

- Select a session of your choice
- Enjoy a self-led gallery trail
- Lunch Room and lockable coat and bag cupboards
- Option to play in *Sorted!* or ride Mail Rail*

Discounted rates

Bring more than one class and get a discount on your facilitated session.

Facilitated sessions cost £100 plus VAT or £120 plus VAT per class as indicated.




*Limited availability for Mail Rail rides in Autumn term.

The below discount rates apply.

1 session = £100 plus VAT
2 sessions = £180 plus VAT
3 sessions = £250 plus VAT

1 session = £120 plus VAT
2 sessions = £220 plus VAT
3 sessions = £300 plus VAT

Discounted rates are not available for Sorting Office visits, Mail Rail rides or *Sorted!*

-  Monday - Friday
-  Max 30 pupils per session
Max 3 classes per day
-  Allow up to 4 hours




FDN
KS1
KS2



SELF-LED VISITS

Lead your own visit, your own way.

We welcome self-led visits from schools and learning groups but they must be booked in advance.

-  60 pupils max
-  Allow 2 - 4 hours
-  £50 administration fee plus VAT for up to 30 pupils and adults within ratios (including SEND support). Additional adults pay group entry rate.

Resources to support your visit:

Gallery trails and learning resources

Download free resources to support your visit that link to subjects across the curriculum and can be adapted for different Key Stages.


postalmuseum.org/learning

Delivered from the past



Object handling sessions led by our Visitor Experience hosts. Subject to availability.

Mail Rail ride

Book a ride on Mail Rail.

-  £3.50 per pupil and adults within the ratio (including SEND support). Additional adults pay group entry rate.

Sorted!

-  35 pupils max
-  £90 per session



Facilities

Use of our Lunch Room and lockable coat and bag cupboards can be requested (subject to availability).



OUTREACH

Workshops, science shows and storytelling sessions are available as Outreach as indicated.

-  30 pupils max
-  £180 plus VAT

Book up to 3 sessions per day and receive a discount.

We can travel to schools in Greater London. Schools outside of London will be charged for additional transport costs.



SPECIAL EDUCATIONAL NEEDS

We provide a welcoming experience for children with physical and learning difficulties.

Flexible Facilitated Sessions

- Monday - Friday
- £50 plus VAT
- 15 pupils max
- 30 mins

- The Jolly Postman* storytelling
- Mail Rail Science Show
- Pop It In The Post

Adapted to support learners in a creative multi-sensory way.

Sensory Post Bags

SEN groups can request free sensory post bags.

Sensory post bags connect learners to the stories in our collection through interactive objects, sound buttons, smells and tactile props.

SEN Discovery Days

- Monday 25 September and Monday 11 November
- Allow 2 hours
- 15 pupils max
- £75 plus VAT

What to expect from an SEN Discovery Day:

- Option for early arrival from 8.30
- Flexible facilitated session
- Sensory object handling
- Use of Lunch Room and lockable cupboards for coats and bags
- Option to play in *Sorted!* or ride Mail Rail (additional cost)

Mail Rail Ride and *Sorted!*

Book a Mail Rail ride or *Sorted!* Teachers and group leaders must consider the suitability of these activities and provide appropriate supervision and assistance for learners.

FOR TEACHERS



Familiarisation visits

Make a booking and request a familiarisation visit. This does not include the Mail Rail ride.

Teachers' Panel

Let us learn from you. We're looking for Primary and Secondary teachers across all Key Stages and subject specialisms to share their expertise.

Teacher CPD Twilight Evenings



Get hands-on in practical training sessions delivered by experts. Develop new skills and sample our school sessions.

26 September CulturED 2017 Primary and secondary teachers

A networking event to meet arts organisations across London and find out what's on offer for your school.

4 October *The Jolly Postman* Teachers' Tea Party FDN and KS1 Literacy Co-ordinators

Sample *The Jolly Postman* learning programme and take away a toolkit of storytelling tips and techniques.

Endorsed by the National Literacy Trust.

19 October Discover STEM Learning KS2 STEM and ICT Co-ordinators

Teach scientific innovation through the post. Investigate our programme of science shows, interactive workshops, and learning resources including British Science Association CREST SuperStar Challenges.

To find out more and book.
postalmuseum.org/for-schools



HOW TO BOOK

BOOK EARLY

- Advanced booking is essential for schools and learning groups. Book your visit early to help us provide your preferred date and activities.
- Complete our booking request form with accurate information. Identify special educational needs, access requirements and the number of adults: pupils.
- Email confirmation will be sent within two weeks. If you do not receive it in that time email schools@postalmuseum.org
- Your Welcome Pack with timetable for your day, guidance notes and payment details will be sent by email when your booking is confirmed.
- Payment must be made at least 30 days before your visit. Check your invoice carefully. Full details of payment methods will be on your invoice.
- Cancellations received in writing six weeks before the visit date will receive a full refund.

- To cancel email schools@postalmuseum.org
Schools that cancel after this point may be charged 100% of the visit cost.
- Booking changes may be possible depending on availability of sessions.
- All changes to your timetable and group size must be requested by email six weeks before the visit date and will be confirmed by email.

Minimum adult: child ratios (not including additional SEND support)

FDN 1 : 3
KS1 1 : 4
KS2 1 : 6
KS3 1 : 10
KS4 + 1 : 15

Got a question for us?

Email schools@postalmuseum.org
Call 020 8183 0064

Read our Terms and Conditions for Schools postalmuseum.org/for-schools

TEACHER TIPS FOR A FIRST CLASS VISIT

PREPARE FOR YOUR VISIT

Plan your day

Select a facilitated session, self-led visit or a Postal Package with the option to ride Mail Rail or play in *Sorted!*

Make a familiarisation visit

Request your visit on the schools booking request form. Please note this does not include the Mail Rail ride.

Plan your journey

Allow plenty of time for your travel. Schools are encouraged to travel by public transport. There is no parking at the museum.

Read your Welcome Pack

This will include a timetable for your day, health and safety information and guidance notes for Mail Rail and *Sorted!* as relevant to your visit.

Risk assessments

Teachers are responsible for the health and safety of their pupils. Risk assessments are available for all museum spaces, Mail Rail and *Sorted!* Teachers are also encouraged to complete their own.

Learning resources and gallery trails

Download resources to support your visit. Use them to introduce the topic and prepare for your visit.

postalmuseum.org/learning

On the day

Arrive promptly

Arrive in The Postal Museum Welcome Space at least 15 minutes before the start of your first activity. Bring your confirmation email as proof of booking.

Brief your class

Divide your class into groups and give each adult a copy of your timetable. Print activities and resources as needed.

Adult: pupil ratios

Must be as agreed in your booking. Schools that bring additional adults/pupils may have to pay full adult/child rates (at the discretion of the museum).

SHARE YOUR EXPERIENCE

Photograph your visit

Share your photos with us on social media [@thepostalmuseum](https://twitter.com/thepostalmuseum)

Got a question for us?

Email schools@postalmuseum.org
Call 020 8183 0064

Read our Terms and Conditions for Schools postalmuseum.org/for-schools

Our supporters and partners



JOHN LYON'S
CHARITY



Sir John Case's Foundation

