



Schools

Visual Story

We're looking forward to welcoming your school to The Postal Museum.

This picture guide will show you what to expect and help you prepare for the visit.

Before you set off

Getting ready for your museum visit starts at school.

Groups

Your teacher will split your class into groups. There will be **four groups**. A red, green, blue and yellow group.

Group leaders

Each group will have an **adult group leader**. You should stay in your group throughout your visit.

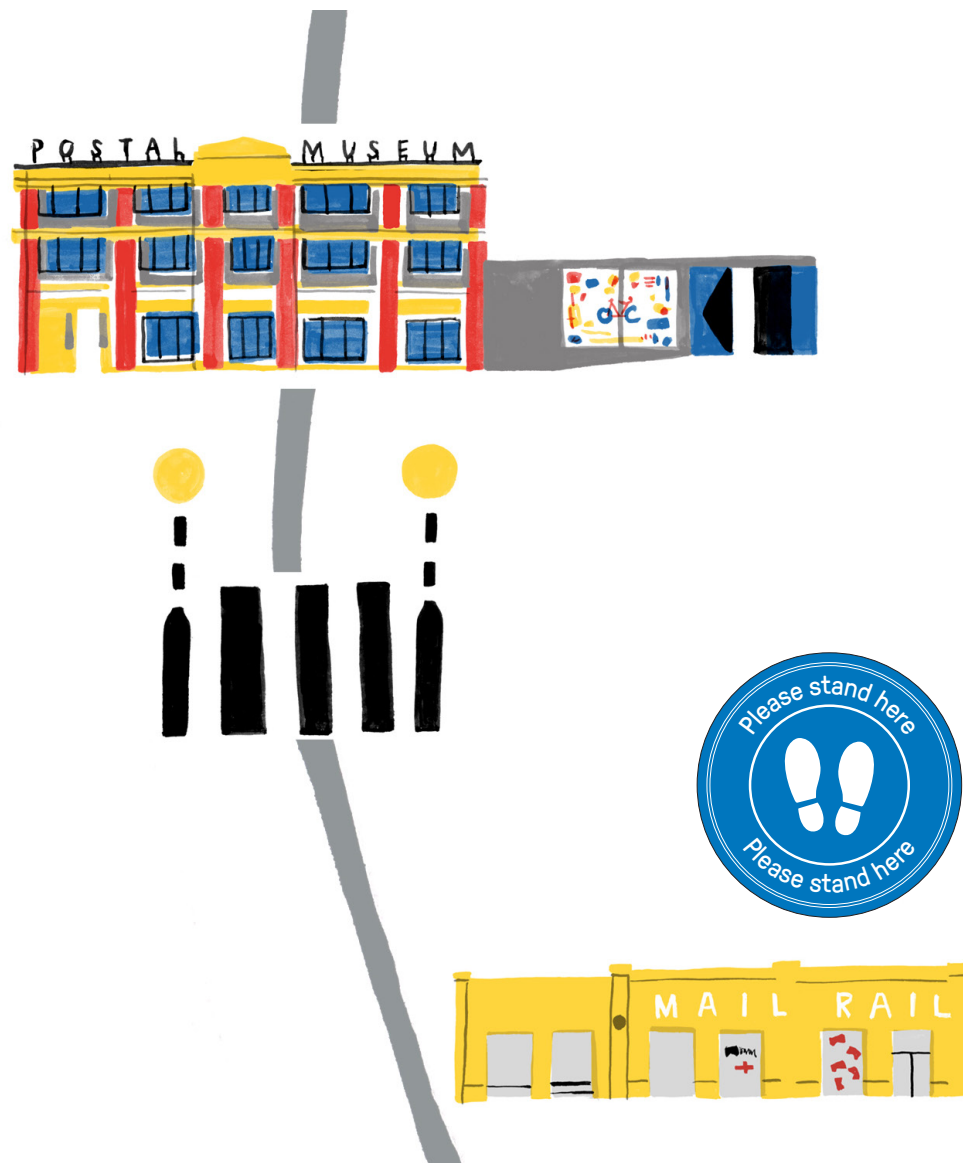


When you arrive

The Postal Museum is split over two buildings. The Postal Museum is on one side of the road, and Mail Rail is on the other.

When you arrive, you will either go to the **Mail Rail building** or **The Postal Museum courtyard**. Your teacher will show you where to go.

Museum staff will be ready to greet you.



Starting your day

Welcome briefing

Museum staff will give your class a Welcome briefing to tell you about your day.

Museum staff will show you where to leave your bags, coats and lunches. There will be time to use the toilets.

Your Itinerary

You will take part in different activities during your visit. Your activities are on your Itinerary. Your teacher will explain what activity you will do first.



Crossing the road

You will cross the road during your visit to take part in activities in the **two museum buildings**. Museum staff or volunteers will be on hand to guide you.

It is important to **listen to your adult group leaders** to stay safe.

It is a short walk between the museum buildings. You will use the **temporary pedestrian crossing** to safely cross the road.



Mail Rail ride

Your class will ride the Mail Rail train in small groups.

Two groups will ride the train, the other two groups will visit the Mail Rail exhibition. Then you will swap over.



Riding the Mail Rail train

The Mail Rail ride lasts about **15 minutes** and goes in a loop through the underground tunnels.

The ride has moments of darkness and you will hear some loud noises.

At the end of the ride you will arrive back on the same platform.



Mail Rail - Rules of the ride

When it is time to ride Mail Rail our museum staff will explain what to do. It is very important you listen to what they say and wait patiently to ride the train.

Partners

You should have a partner. Teachers and adult helpers will be positioned throughout your group.

Queue up

You must queue behind the barrier.

Museum staff will open the barrier and guide you to the platform to board the train.



Mail Rail - Rules of the ride

Boarding the train

Museum staff will show you where to sit. It is very important you listen to their instructions.

You must not move seats when you have boarded the train.

Museum staff will close the overhead canopy. You must be careful not to lean on the doors.



Mail Rail - Rules of the ride

Setting off

Museum staff will check everyone has safely boarded the train. When they are happy, the train will depart.



Mail Rail - Rules of the ride

The ride

You must stay seated during the ride. There is lots to see and we hope you enjoy the ride.

When the ride has stopped stay seated until museum staff help you to get out of the train.

Museum staff will open the overhead canopy and door for you to get out of the train safely.



Mail Rail exhibition space

Your class will have about **25 minutes** to visit the Mail Rail exhibition.

Mail Rail trail

You will follow a **trail** around the Mail Rail exhibition. There are lots of objects to see and interactives to explore.

Interactives

You will take it in turns to use the **interactives** in your groups.



Entering The Postal Museum

Museum staff or volunteers will gather your class in the **Welcome Space**.



The Postal Museum exhibition space

Your class will have **30 minutes** to visit the exhibition in groups with your adult group leader.

Gallery trail

Your teacher may hand out trails to follow, or you might explore in your groups.

Interactives

You will take it in turns to use the interactives in your groups.



The Postal Museum exhibition

The exhibition is full of **exciting objects**. Here's a few **top spots** to look out for in each Zone.

Top spots - Zone 1

Spot our **18th century mail coach** and weapons used to protect the mail. Discover the terrifying story of the lioness that attacked a mail coach.



The Postal Museum exhibition

Top spots – Zone 2

Spot the world's first postage stamp – **The Penny Black**.
See unusual methods of moving the mail such as a **Victorian pentacycle** that ripped postman's trousers.



The Postal Museum exhibition

Top spots – Zone 3

Spot a post box damaged by bombs in the Second World War. Look for medals and letters belonging to soldiers.

Step into a **K2 telephone box** and listen to stories of brave postal workers, fighting to save the mail in times of conflict.



The Postal Museum exhibition

Top spots – Zone 4

Spot a wall of **colourful posters** designed to advertise postal services and pick your favourite.

Take a close look at detailed **stamps** celebrating special occasions. Get creative and have a go at **designing your very own stamp**.



The Postal Museum exhibition

Top spots – Zone 5

Spot an **original post bus** used to keep people in rural villages connected. Play the **post bus game** and overcome challenges to deliver the mail on time. Follow the journey of a letter from the post box to your door.



Lunch

Museum staff will show you where to eat your packed lunch.

You will have **30 minutes** for lunch. This includes time to wash your hands and visit the toilets.

Your teacher will show you where to sit, and adults will hand out your packed lunches.

You should take care to put your rubbish in the bin. Tell an adult if there are any spillages.



Interactive session

Interactive sessions last **45 minutes** and take place in Learning Space A in The Postal Museum building.

To get there you will walk up some stairs, or take the lift.

There are different sessions. Your session might link to a topic you are learning about in school.



Interactive sessions

Session facilitators

You will meet the **session facilitator** who will introduce themselves and show you where to sit.

Sessions are fun and fast-paced. There will be lots to **see and do**. So that everyone can enjoy the session, make sure you **listen** to the session facilitator and follow their instructions.

Hands-on learning

There will be opportunities to get involved. You might get to touch some **museum objects**, get dressed up, or take part in an experiment or demonstration.



Sorted! The Postal Play Space

Sorted! is in the Mail Rail building.
Sorted! play sessions last for **45 minutes**.

Sorted! is a mini mail town with different areas where you can take on the **job of postal workers**.

Jobs you can do:

- Collect and deliver the mail
- Weigh and stamp letters
- Sort and scan letters in a sorting office
- Drive a post van



Sorted! The Postal Play Space

A visit to Sorted! is very exciting!

There is a lot to do. You will take turns to play in the different areas. Your adult group leader will show you where to start.

To make sure everyone can play safely we ask you to follow our **Rules of Play.**



Sorted! Rules of play



Respect everyone in your class.
Play safely and take it in turns



Shoes must be worn at all
times. If you need support with
dressing up ask an adult to help
you.



Do not run. Your teacher will
tell you when it is time for your
group to move to a different area.



Leaving the museum

When it is time to leave you will collect your bags and coats.

Your teacher will do a head count and check groups are with their adult group leaders.

You will exit onto Phoenix Place and start your journey back to school.



Thank you for visiting. We hope you had a great time at The Postal Museum.

