



WILDWOOD OUTREACH VISITS FOR SECONDARY SCHOOLS INFORMATION SHEET

OUTREACH EDUCATION CONTACT:

Suzanne Kynaston, Outreach Education

Email: suzanne@wildwoodtrust.org

Tel: 01227 712111; fax: 01227 719035

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 leading workshops and giving talks about wildlife and conservation. 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 now 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.
- The majority of our secondary workshops are currently designed for year 7/8 children and target certain curriculum requirements. Please contact us if you would like more detailed information.
- The workshops last 45 minutes - 1 hour.
- 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.
- 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.
- 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 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 we will 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.