



Norwich
Castle



Schools
& Learning



MUSEUM of
NORWICH
at the Bridewell



STRANGERS'
HALL

Information for home-educated groups visiting Norwich Castle, Museum of Norwich at the Bridewell and Strangers' Hall

To help you get the most out of your museum visit, please read the following information and communicate it to your group. If you have any questions, please call (0)1603 493636 or email norwichcastle.bookings@norfolk.gov.uk.

Planning your visit

In **term-time**, home-educated children receive free admission for self-guided visits. One adult per home-educated child goes free. At **weekends, holidays and bank holidays**, home-educated children and accompanying adults pay normal museum admission.

If you plan on **bringing a group of more than 10 children**, please pre-book as far in advance as possible by contacting norwichcastle.bookings@norfolk.gov.uk.

For smaller groups, [you can pre-book tickets on our website](#) – use the Education Partners option for both adults and children.

When you arrive, you may be asked for **proof of home education status** (e.g. a letter from the local authority). If you're not sure that you have anything suitable, please contact us in advance by calling (0)1603 493636 or emailing norwichcastle.bookings@norfolk.gov.uk.

If you are taking part in a facilitated activity, there may be a cap on the number of adults in the session to ensure the children get the most out of their activity. Please see your booking confirmation for information about the price of your activity.

On arrival

At the Castle, if you have booked a facilitated visit, please go to the information desk in the Rotunda to sign in and pay – your guide or session leader will meet you at the desk at the agreed time. Larger self-led groups who have booked via norwichcastle.bookings@norfolk.gov.uk should also sign in at Rotunda. If you have booked a facilitated visit or larger self-led group at Museum of Norwich or Strangers' Hall, please sign in and pay (if applicable) at the main reception desk.

Responsibilities and expectations during your visit

Please nominate a person/people to act as **group leader(s)**. The group leader(s) have responsibility for adults and children (including siblings) and for:

- Meeting the participating families outside the museum and bringing them in as a group (there are no designated meeting spaces in the museums).
- Overseeing the visit and being the contact for adults and children on the day.
- Briefing students, children and adults before the visit on health and safety, and on roles and responsibilities (see below).

All visiting adults have responsibility for their children's behaviour (including siblings) throughout the visit including facilitated sessions, self-guided visits and breaks. Adults are expected to:

- Support and engage in any led sessions, where appropriate.
- Assist the group leader.
- Stay with their children at all times, especially during breaks and lunchtimes.
- Be responsible, in case of evacuation, for escorting their group to the fire assembly point and reporting any missing person to museum staff.

Home-educated students and other children are expected to have a responsible attitude and show regard for the fabric of the museum, its contents, other museum visitors and museum staff.

In the museum

- Eating and drinking is not allowed in the galleries or activity spaces.
- Photography is generally permitted within the museums, unless stated otherwise. Please do **not** use a flash.
- Drawing is permitted, with pencils **only**.

Running late?

If you're running late for a facilitated event or tour, please contact the Bookings Coordinator on (0)1603 493636 or call the relevant museum direct – Norwich Castle on (0)1603 495897/493625, Museum of Norwich on (0)1603 629127 or Strangers' Hall on (0)1603 667229.



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