



WINTERSHALL *Education*

Workshops at Wintershall



School Visit Guide 2025

www.wintershall.org.uk

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The following information will provide you with everything you need to know about your visit and how to prepare for it, so that you are able to complete your own Risk Assessment. If you require further information, please contact the Education Team by emailing schools@wintershall.org.uk

N.B. Please be aware that the starred topics * MUST be read before visiting for health and safety reasons and to ensure that you have the best possible Wintershall experience.

Health and Safety

Wintershall CIO takes health and safety seriously, and takes all reasonable precautions to ensure that all areas enable safe public access, and that equipment complies with current standards. Wintershall has a child protection policy. All school groups attending a workshop are expected to take full responsibility for their own health and safety and for those in their charge, including undertaking their own risk assessment prior to arrival. You should find all the information required to complete your risk assessment within this guide.

Essential Information

***Arrival and Departure** Schools must arrive at the time pre-arranged by the Education Team. If delayed, schools must contact the Wintershall office to provide an estimated time of arrival. If dropping off, children must not be left unattended by parents until the class teacher is present in the coach park. It is the responsibility of the school to register children on arrival and sign them out on departure.

***School pre-visit plan with Education Officer** This must be completed prior to the visit by the person responsible for organising the trip. It is the responsibility of the School to ensure that parents are adequately informed of the workshop programme and consents received. All additional needs including allergies must be communicated to Wintershall during this conversation.

***Parking** There is a coach park for coaches and cars dropping children off for workshops. There will be signage directing the way from the main gates. Coaches must not enter the Estate through the main gates, but follow signs all the way round, past Gate Street Barn (wedding venue), to the coach park. Stewards will be on duty to meet coaches and mini buses in the coach park, and welcome visitors. Visitor cars, minibuses and coaches can be left in the coach park for the duration of the day. The Wintershall Rehearsal Barn, workshop base for the day, is attached to the coach park. Please enter and exit the coach park the same way. Postcode for visiting is **GU5 0LR**. [Directions can be found online www.wintershall.org.uk/contact-us](http://www.wintershall.org.uk/contact-us)

***Moving around the site** Teachers should note that the terrain is varied, and on occasion (if rainy) can be slippery. Children are asked to walk at all times, unless otherwise instructed. Children must not walk ahead

of the group leader. Most of the site is wheelchair accessible, although please notify the team of any accessibility needs well in advance of your visit as accessibility vehicles will need to be booked. Activities can be adjusted to suit the needs of the group. Please note that Wintershall is a working farm, and there will be vehicles moving around the Estate during your visit. Estate workers are aware of dates and times that groups are on site, however please listen to instructions from the Education Officer and Guides when moving around the site to ensure participants safety.

Toilets are located by the coach park, by the lunch hall (Holly Barn), as well as throughout the site. Please ask Education Guides for directions. All children must be supervised by a school member of staff.

Suitable clothing Please encourage your pupils to wear suitable clothing and footwear. Please dress appropriately for a full day outside. The ground is uneven and can be slippery. Stout shoes, hats and water are essential. Please bring a raincoat in case of inclement weather.

Belongings and Bag Storage Wintershall strongly advises teachers and students to keep all personal belongings with them. Wintershall takes no responsibility for lost items. Wintershall offers storage for school bags and packed lunches in the Wintershall Rehearsal Barn. Any items found at the end of a workshop are placed in Wintershall Lost Property, located in the Wintershall Estate office.

Food and Beverages Tea and coffee are available in the Wintershall Rehearsal Barn/Holly Hall for visiting members of staff and volunteers. Adults must not consume hot drinks anywhere other than the kitchen area. Children must not enter the kitchen areas at any point. All packed lunches must be nut free.

Outdoor Activities Nature is an essential part of the Wintershall experience and we will be outside come rain or shine. Outdoor activities will be led by the Wintershall team; however, children must be supervised by a member of school staff. Please remember that there will be uneven ground and steep slopes, with vegetation and sometimes mud, so dress appropriately.

Weather Outdoor activities mean that weather, temperature, climate and light conditions may impact on your visit but they are an integral part of the Wintershall experience. Woodland based activities will only be cancelled in the event of adverse weather conditions deemed by the Wintershall Team to pose a health and safety risk.

Rehearsal & Holly Barn Workshops The site complies with all Fire Control regulations and the Education Guides have been trained in emergency evacuation procedures. The Wintershall Team will conduct a pre-visit site assessment of both buildings and outdoor area before workshops.

Animal Handling All animals will be supervised by an animal handler. If children have contact with animals, they are provided with handwash to wash/wipe their hands. There are also facilities to wash hands in the closest toilets.

First Aid Wintershall have a nominated chief First aider onsite, with other team members having supplementary first aid qualifications. However immediate first aid assistance is the responsibility of the school nominated First aider. Although there is always a first aid kit onsite, schools are expected to bring their own First Aid Kit when participating in workshops. In an emergency, please call 999.

Address: Wintershall Estate, Gate Street, Bramley, GU5 0LR

Education Guides and Wintershall Volunteers All supporting guides and volunteers receive regular safeguarding training and are made aware of all site and supervision procedures and responsibilities agreed prior to the sessions. In addition to the above, the Child Protection Act legislation does not consider Wintershall as a provider of specific services to children, and it is therefore not necessary for all production or estate staff to have DBS checks, however the Education Officer and key leaders are DBS checked.

Child Protection At all times, supervision of pupils within school groups is the direct responsibility of their teachers, and there must be the requisite adult to child ratios. Please ensure that teacher supervision is evenly spread throughout your group. We ask that teachers outline the following 'Wintershall Education Code of Conduct' with pupils prior to departure and reinforce it during the day by monitoring pupil behaviour.

***Wintershall Education Code of Conduct**

Individuals should:

- Behave in a courteous and responsible manner at all times.
- Listen to instructions from group leader and Wintershall staff.
- Switch off all mobile phones and media devices, unless otherwise permitted.
- Walk on the site.
- Place take all litter home with you.

Insurance Cover Wintershall has the appropriate Public Liability Insurance in place. Wintershall can supply a Certificate of Insurance upon request. Please call 01483 892167 for details.

After your visit - Evaluation Following your school visit to an education workshop, we would be grateful if you could fill in the evaluation form, that will be emailed to you. This feedback allows us to continually improve the educational experience and resources we offer. Thank you in advance.

Book a Wintershall Assembly This is a wonderful way to follow up a visit to a workshop. Costumed actors come to your school and perform unseen 'extras' from the story of Jesus' life. Go online and book NOW!

The Nativity play school performances are a popular and very special way to event for the end of the Autumn term. *'A true gift to all our pupils'*. Tickets limited. Book now!

Book 'The Life of Christ' June If you have enjoyed your Wintershall workshop this year – why not book for 'The Life of Christ' now? Please email admin@wintershall.org.uk to find out about the most up to date discounts.

Spread the Word! If you enjoyed your trip today, please do spread the word! We can only continue to run workshops if there is an interest from school groups, so please do tell other schools and community groups about what you have done today. Details on Educational links can be found on our website.

Who to Contact? Have any questions about any of our resources? Please do get in touch. All we offer is flexible and adaptable and can be tailored to your needs. We look forward to hearing from you.

Website: www.wintershall.org.uk **Email:** schools@wintershall.org.uk **Call:** 01483 892167