

'HANDS -ON LEARNING' WITH READING MUSEUM SERVICE

CONTACT

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THE AIM OF THE SERVICE

The aim of the service is to offer the opportunity for schools:

- To borrow museum collections of the highest quality in order to support subjects across the curriculum, encouraging children to recognise the importance of real primary sources.
- To take part in a range of education sessions held at the museum, including the Victorian classroom. To have a member of the Museum education staff to deliver sessions in your classroom, sessions are supported by on-line resources.

SERVICE SUMMARY

'Hands on Learning' offers two levels of membership, each offering a choice of three options. These include the following:

- Loan service of museum objects, over 1500 boxes available
- Interactive sessions in the museum
- Interactive sessions in the classroom
- Online resources are available for no extra cost to all members (but with a value of £95), and schools may use e-Learning Credits (eLCs) through www.curriculumonline.gov.uk to contribute to their membership costs
- Free resources for teachers, please see Hands-on Learning leaflet or website for details
- Free training for CPD and Inset at your school or in the museum

Museum Service

1. SERVICES PROVIDED THROUGH RETAINED FUNDS

- Book a free introduction to museum resources in your school or at the museum
- Free entry to The Museum of Reading
- Museum service updates, mailed to all schools in the area, every term
- Loans Online catalogue available for all to view at the museum web site: www.readingmuseum.org.uk

SCHOOL OBLIGATIONS

Please book in advance for all visits and loans

2. ANNUAL SERVICE CONTRACT AVAILABLE FOR PURCHASE

'Hands - on Learning' with Reading Museum Service (*applicable 1 April 08 to 31 March 09*)

- Loans On-line :
 - Based in the Museum Of Reading, within the Town Hall Building
 - A range of over 1,500 boxes available, including many new boxes funded by the Heritage Lottery Fund
 - An online catalogue is available for viewing and booking. Part of the museum website - www.readingmuseum.org.uk - teachers can search the entire database, check availability and make direct bookings
 - Bookings can also be made by telephone, fax, post or email - loans@readingmuseum.org.uk
 - Delivery to and collection from school

Sessions : Unique objects supporting the National Curriculum

Handling real objects is a key element in our gallery and classroom sessions. These are based around some of Reading's unique collections. They underpin the requirements of the National Curriculum and are in line with QCA recommended schemes of work. Online resources are available for purchase using eLCs through www.curriculumonline.gov.uk. Resources can be used independently, or to support sessions. Reading Museum Service is a registered supplier with Curriculum Online. For further information please see our web site www.readingmuseum.org.uk or contact us on 0118 939 9800

2. ANNUAL SERVICE CONTRACT AVAILABLE FOR PURCHASE

SCHOOL OBLIGATIONS

When using the loans service, schools are required to:

- Have objects boxed and ready for the van to pick them up as notified
- Look after the items, they are a finite collection
- Make one member of staff responsible for orders
- Order objects early - up to 2 years in advance is possible
- Have adequate cover under the schools insurance policy (for the purposes of this agreement, each box and its contents is valued at £500. Charges for loss or damage of individual items will be based on replacement or repair costs, there will be a minimum charge of £30).

When booking sessions schools are required to:

- Book at least one month in advance
- Not exceed the maximum number of pupils (35 per session)
- Please note that there is a charge for cancelled sessions.

SERVICE PRICE

- £390 Membership *either A or B or C* :
 - A - Four loans boxes per half term
 - B - Six sessions per year
 - C - Two loans boxes per half term and three sessions per year
- £540 Membership *either D or E or F*:
 - D - Six loans boxes per half term
 - E - Nine sessions per year
 - F - Three loans boxes per half term and four sessions per year

Passwords for Online Resources- eight topics (with a value of £95 per year) are available for no extra charge to ALL members

The above prices are subject to budget approval

Museum Service

AVAILABLE TO PURCHASE (OUTSIDE THE ANNUAL SERVICE CONTRACT) ON A "PAY AS YOU GO" BASIS

Non Buy-Back Schools

All services from our 'Hands - on Learning' programme are available at individual prices:

1. Online resources (whole school access for one year) - £95 for eight
2. All sessions - £95 (35 maximum group)
3. Individual loans boxes per half term at £30 per box

The above prices for 2008/09 are subject to budget approval

Buy-Back Schools

- Additional services from our 'Hands-on Learning' range may be booked at individual prices

SERVICE SPECIFIC STANDARDS

The 'Hands on Learning' Team will ensure the following standards:

- Complying with National Curriculum requirements
- Check customer satisfaction - gauged through evaluation
- Telephone response time: within one working day