

## Discover, Inspire, Involve, Grow

### PRIMARY SCHOOLS A Guide to your Pre-Visit

When making a pre visit, please consider the following. If you cannot let us know when you are making your pre-visit, then just present your booking form at the Entrance. Pre-visits are free of charge for staff accompanying the children.

#### Risk Assessments

We have provided you with our 'Guide to making a risk assessment around the gardens.' This is to help you put together your R.A. with your students in mind.

[www.rhs.org.uk/Children/For-schools/School-visits/Harlow-Carr/Primary-school-visits](http://www.rhs.org.uk/Children/For-schools/School-visits/Harlow-Carr/Primary-school-visits)

A risk assessment has been made for all the teacher led activities and these are available **on request**.

#### Points to consider on your pre-visit:

- ☐ **Coach Drop off Point!**  
This is situated **directly** outside the shop allowing you to walk your students safely down the ramp to the entrance. **Please make the pick up and drop off points clear to the coach driver.** The pick up point is a lay by on the other side of the road. It is accessed via the ramp with a road crossing point.
- ☐ **Lunch Box storage**  
On Booking you will have been given an undercover lunch time base. Please familiarise yourself with this location. You may store your lunches there if you are exploring first or if you are on a teacher-led session first, you will bring your lunches to the Learning Centre. Please note that there is no lunch box transport so do make sure individual children can carry their own lunches. Please be aware that there are times when the cover space may change. If this is the case you will be informed on arrival.
- ☐ **Rubbish**  
There are no bins in the gardens. **Please take all your rubbish home.** Do you wish to help the children reduce their landfill waste? Then have a go at our 'Lunchbox Challenge'.
- ☐ **If it's picnic weather!**  
If you are eating outside you are welcome to picnic anywhere in the garden apart from the benches outside Betty's Tea House. There are a large number of benches in the Teaching Garden. You are also welcome to borrow plastic mats from the Bramall Learning Centre.
- ☐ **Trails and Hunts**  
If you are using our trails and hunts now is the time to become familiar with the routes. These can be found in our self guided pack:  
[www.rhs.org.uk/Children/For-schools/School-visits/Harlow-Carr/Primary-school-visits](http://www.rhs.org.uk/Children/For-schools/School-visits/Harlow-Carr/Primary-school-visits)  
Do check for changes to the gardens that may affect your routes.
- ☐ **Finding your way around**  
Familiarise yourself with the layout of the garden. (There are maps available at the entrance).
- ☐ **Toilets**  
Make sure you are aware of the toilet sites. These are at the Entrance, by the Bath House and in the Bramall Learning Centre (accessed under the foyer stairs)
- ☐ **Special Requirements**  
If your party includes children/adults with physical difficulties, now is the time to familiarise yourself with the distances and gradients of the paths. The garden map (available at the entrance), marks wheelchair routes in yellow. Please make the Education Staff aware of any special needs and requirements.

**If your pre-visit raises any queries please ring our schools line on 01423 724646.  
We want to ensure that you have a successful visit.**