

Teacher Information: Learning Group Code of Conduct

It is important to be aware that the Tall Ship *Glenlee* can be a dangerous environment if health and safety precautions are not observed. We strongly advise a free preliminary visit for teachers and leaders, to familiarise yourself with the site and carry out your own risk assessment.

Please read these instructions and emphasise the rules to your group as well as the accompanying group leaders on the day of your visit before boarding the ship.

- Groups must be split into smaller groups with a maximum of 8 children and at least **one accompanying adult who must supervise and remain with the group at all times.**
- For their own safety, students are not permitted to run at any time or place onboard the Tall Ship.
- Students must refrain from climbing
- The decks may be slippery due to weather conditions or through crew activity, please make sure that all students walk carefully
- There may be some areas of the ship that are closed due to maintenance works, please make sure this is respected by your group
- Please inform students that the Tall Ship is a museum and should be treated in the same respectful manner as any other historical or heritage institution.
- It is the responsibility of the accompanying adults to ensure children act in a sensible and well-behaved manner and do not cause damage to the ship, interpretation displays or interactive activities.
- Students are permitted to ring the bell in a careful and considerate manner to other visitors and those in the local area. Groups may wish to nominate one person to ring the bell for their group in order to reduce damage and noise pollution.
- If the behaviour of anyone in a group adversely affects the ship and its collection or the safety or enjoyment of other learners, visitors, or staff, we may require the group to leave.
- If the fire alarm goes off during your visit, please make your way off the ship. You will be directed by our staff.



Please complete the following and hand to the ticket pavilion on the day of your visit

School:

Tel no:

Name of Headteacher:

Name of lead teacher:

Names of accompanying adults:

I have read and understood the code of conduct and take full responsibility for the safety of my group whilst on board the Tall Ship *Glenlee*. I understand that failure to comply could result in being asked to leave the ship and the Headteacher contacted.

Signed

Date