

Agenda Item: 6

Report to: Museums Committee

Date: 10th December 2007

Report from: Museum Curator

Title of report: **MUSEUM ACCESS AND LEARNING POLICY**

Purpose of report: To consider the draft Museum Access and Learning policy

Recommendations: **The policy is for noting and comment**

1.0 Background

- 1.1 The last Museum policy on Access and Learning was produced in 1999. Since then many physical access issues have been resolved, a dedicated Education Officer has been appointed and the Museum has been refurbished with new facilities and displays.
- 1.2 Most of the recommendations contained in the earlier policy document have now been carried out.
- 1.3 When the Museum was awarded funding by the Heritage Lottery Fund for the Improvements project in 2004 one of the conditions was that a new education policy should be produced.
- 1.4 While the Museum was closed for refurbishment consultation sessions took place with primary and secondary school teachers, adult educators and other cultural and community service providers. The sessions examined the learning potential of the Museum and how the resource could be used by schools, as well as considering barriers to access by the wider community and ways of removing these.
- 1.5 There have been three further applications to the Heritage Lottery Fund by the Museum for : the Turner painting, the Stude education project and the acquisition of the Taylor Native American collection (the two latter are still being considered). All have required an access and learning policy and have been given a timescale for the production of the document.
- 1.6 Some of the actions contained in the Access and Learning Policy have already been identified in the Museums Forward Plan 2006-2009 required for Accreditation with DCMS and agreed last year.
- 1.7 The document has been approved by the Council's Community Well-Being and Regeneration Group and is being circulated for final comment to the organisations involved.

2.0 Policy Implications

- 2.1 Equalities and Community Cohesiveness : the policy will introduce active measures to widen audiences and increase community involvement.
- 2.2 Risk Management : schools visiting the Museum are provided with risk assessments provided by East Sussex County Council, Heritage Lottery Fund projects require an analysis of risks associated with delivery.
- 2.3 Economic/financial implications : the education policy is a requirement of funding applications, the options analysis for creating a dedicated educational space may identify the need for future funding
- 2.4 Organisational consequences : some training will be required for Museum staff to provide appropriate support for school visits, input will be needed from IT for redesigning the learning and educational resource section on the Museum website

Appendices & background documents.

Hastings Museum & Art Gallery and Old Town Hall Museum Access and Learning Policy 2008 - 2012

Chronology of objectives

Organisations consulted

Policy implications

Please tick if this report contains any implications for the following:

Equalities & Community Cohesiveness	X
Crime and Fear of Crime (Section 17)	
Risk Management	X
Environmental issues	
Economic / Financial implications	X
Human Rights Act	
Organisational Consequences	X

Any ticked areas should be referred to in the text of the report under the heading “policy implications”

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HASTINGS MUSEUM & ART GALLERY & OLD TOWN HALL MUSEUM

Access & Learning Policy 2008-2012

1.0 Mission Statement:

We are committed to offering a stimulating and creative programme to excite and inspire learners of all ages, backgrounds and abilities.

2.0 Policy Statement:

Hastings Museum & Art Gallery and Old Town Hall Museum's vision for learning is based on objectives set out in the Mission Statement & Key Aims of 1998 and the '*Future Vision for the Museums Service*' of 2000. These reflect the original purposes for which the museum was set up, as defined in the transfer deed of 1905. The museums also work to achieve targets set by the Council's Cultural Strategy (2002), Community Strategy (2003) and Corporate Strategy (2007).

3.0 Aims & Objectives:

- 3.1 To encourage more schools to use the museum to enhance and support their teaching and learning.

We will meet this aim by:

- 3.1.1 Creating 3 new loan boxes with supporting interpretation in each academic year
 - 3.1.2 Providing 3 INSET opportunities in each academic year
 - 3.1.3 Producing 3 education resource packs in appropriate format in each academic year
 - 3.1.4 Identifying key champion for museum learning in each primary & secondary school in the borough
 - 3.1.5 Providing regular schools newsletters
 - 3.1.6 Redesigning the Learning section of the museum website
 - 3.1.7 Training museum staff to provide appropriate support for school parties
 - 3.1.8 Establishing teacher networking group
- 3.2 To attract more families to participate in a range of opportunities, encouraging repeat visits

We will meet this aim by:

- 3.2.1 Developing active partnerships with other agencies to increase the range and number of family activities
 - 3.2.2 Introducing more hands-on exhibits to the displays
 - 3.2.3 Encouraging staff development to ensure museum visits provide 'family-friendly' experiences
 - 3.2.4 Consulting with families and other agencies to identify effective means of communication and publicity for this target audience
 - 3.2.5 Developing the museum website's interactive section to include games and other activities appropriate to this target audience
- 3.3 To promote the museum as a centre of lifelong learning for all local communities

We will meet this aim by:

- 3.3.1 Providing a varied programme of exhibitions that will develop new audiences and encourage new and repeat visits
 - 3.3.2 Developing the museum website as an independent research tool with online museum catalogue issued in stages according to key themes
 - 3.3.3 Consulting with local communities to inform the development and delivery of events and activities
 - 3.3.4 Providing supporting events and activities aimed at adult learners
 - 3.3.5 Developing greater use of the museum during opening hours for lifelong learning events and activities
 - 3.3.6 Ensuring museum displays are physically and intellectually accessible for all visitors, including the application of new technologies
- 3.4 To investigate the feasibility of developing dedicated learning spaces throughout the museum sites

We will meet this aim by:

- 3.4.1 Building on previous and ongoing consultations to develop a site options analysis
- 3.4.2 Research visits to comparable museums to assess facilities
- 3.4.3 Developing design proposal with outline costings
- 3.4.4 Identifying potential funding sources for capital development project, external and internal
- 3.4.5 Drawing up detailed design
- 3.4.6 Securing appropriate funding

4.0 Performance Indicators:

We will use a range of evaluation techniques, appropriate to specific projects, research areas and audience groups, monitoring both quantitative and qualitative indicators, as follows:

- 4.1 General visitor numbers in age ranges
- 4.2 Numbers of individuals/families attending events and activities
- 4.3 Number and type of school visits
- 4.4 Number of loan boxes borrowed
- 4.5 Number of events and activities held
- 4.6 Number of leaflets and other publications produced
- 4.7 General visitor satisfaction surveys
- 4.8 Evaluation of teacher In Service Training (INSET) using Inspiring Learning for All Generic Learning Outcomes (GLOs)
- 4.9 Evaluation of pupil experience using the GLOs
- 4.10 Facilitated focus group discussions
- 4.11 Informal feedback, for example through comments books, graffiti walls, project diaries
- 4.12 Develop use of new technologies and interactive approaches, such as blogs and web surveys

5.0 Review

This policy will be reviewed in December 2010.

Appendix I
Hastings Museum & Art Gallery & Old Town Hall Museum – Access & Learning Policy 2008-2012
Chronology of Objectives

Date	Objective	
April 2008	3.3.1	Providing a varied programme of exhibitions that will develop new audiences and encourage new and repeat visits
May 2008	3.1.4	Identifying key champion for museum learning in each primary and secondary school in the borough
July 2008	3.1.1	Creating 3 new loan boxes with supporting interpretation in each academic year
	3.1.2	Providing 3 INSET opportunities in each academic year
	3.1.3	Producing 3 education resource pack in appropriate format in each academic year
Sept 2008	3.1.5	Providing regular schools newsletters
Dec 2008	3.1.6	Redesigning the Learning section of the museum website
	3.3.2	Developing the museum website as an independent research tool with online museum catalogue issued in stages according to key themes
April 2009	3.2.1	Developing active partnerships with other agencies to increase the range and number of family activities
July 2009	3.1.7	Training museum staff to provide appropriate support for school parties
	3.1.8	Establishing teacher networking group
	3.2.2	Introducing more hands-on exhibits to the displays
	3.2.3	Encouraging staff development to ensure museum visits provide 'family-friendly' experiences
Dec 2009	3.2.4	Consulting with families and other agencies to identify effective means of communication and publicity for this target audience
	3.3.3	Consulting with local communities to inform the development and delivery of events and activities
April 2010	3.4.1	Building on previous and ongoing consultations to develop a site options analysis
	3.4.2	Research visits to comparable museums to assess facilities
July 2010	3.3.4	Providing supporting events and activities aimed at adult learners
Sept 2010	3.3.5	Developing greater use of the museum during opening hours for lifelong learning events and activities
Dec 2010	3.2.5	Developing the museum website's interactive section to include games and other activities appropriate to this target audience
Jan 2011	3.3.6	Ensuring museum displays are physically and intellectually accessible for all visitors, including the application of new technologies
April 2011	3.4.3	Developing design proposal with outline costings
July 2011	3.4.4	Identifying potential funding sources for capital development project, external and internal
April 2012	3.4.5	Drawing up detailed design
Dec 2012	3.4.6	Securing appropriate funding

Appendix II

Organisations consulted during the preparation of this policy:

Celebrating Cultural Diversity Network
Creative Partnerships Hastings & East Sussex
De La Warr Pavilion
East Sussex County Council (Family Learning Team, Arts Development, Library Service)
East Sussex Museums Development Service
East Sussex Records Office
Hastings & Rother Disability Forum
Hastings & St Leonards Excellence Cluster
Hastings & St Leonards Museum Association
Hastings & St Leonards SureStart Children's Centre
Hastings Area Youth Service
Hastings Arts Forum
Hastings Borough Council (Cultural Development Play Development, Community Development, Hastings Castle, Sports Development, Marketing & Destination Management, Parks & Open Spaces, Neighbourhood Renewal Team)
Hastings College of Arts & Technology
Hastings Fisherman's Museum
Hastings Fisherman's Museum Committee
Hastings Heritage Plus Project
Hastings Intercultural Organisation
Hastings Seniors' Forum
Hastings Voluntary Action
Horizons Community Education Project
Old Hastings Preservation Society
Pestalozzi International Education Centre
Project Art Works
Rother Museums
Shipwreck Heritage Centre
The History Centre
University of the Third Age
University College Hastings
White Rock Theatre

Schools

Christchurch C E Primary School	Filsham Valley School
Churchwood Community Primary School	Hillcrest School
Dudley Infants School	William Parker Sports College
St Leonards C E Primary School	
St Mary Star of the Sea Catholic Primary School	
St Peter & St Paul C E Primary School	
Torfield School	
West St Leonards Community Primary School	