



# Evacuees

## Guidelines for Supervising Teachers

### Preparing for Your Visit:

It is strongly recommended that supervising staff should arrange a pre-visit appointment to familiarise themselves with facilities at the Museum. Free tickets are available on request in order to assist with planning and risk assessments.

### Practicalities:

- **Where to Go and How to Get There:** For the morning session a special service bus will pick you and your class up from the Main Entrance Tram Stop and take you to Home Farm. For the afternoon session the special service bus will pick you up from outside the Co-op and take you to Home Farm.
- **Arriving On Time:** For the afternoon session please ensure that you are outside the Co-op waiting for the bus promptly at the time written on your booking form.
- **What to Bring/Where:** If you are undertaking this activity in costume please ensure the children are suitably dressed - some of the activities may be outside.
- **Storage:** Once at the farm the pupils will be shown where to store their bags and coats.
- **Toilets:** There is one toilet at Home Farm which is available, if necessary, however it is advisable that pupils visit the toilets before the activity (the nearest toilets are next to the British Kitchen food outlet).
- **Health and Safety Information:** A hazard identification sheet is enclosed. Please note that there is a public road passing through Home Farm. Special care needs to be taken to ensure traffic is negotiated safely. Please follow directions from Beamish staff and ensure children staff on the safe side of fences and gates.
- **Access:** One of the rooms used for the activity is only accessible via stairs. If there is anyone in your group with access needs please contact the Bookings Officer on [bookings@beamish.org.uk](mailto:bookings@beamish.org.uk) or telephone on 0191 370 4026, so alternative arrangements can be made.

- **Outline of Activity:** Classes are collected from the Main Entrance Tram Stop (or the Co-op in the Town Area for the afternoon session), to be taken by a special service bus to Home Farm. Of course, the farmer would rather not have any dirty, smelly evacuees as he has heard they carry lice and are not toilet-trained. But, if he thinks that they are smart, strong and pleasant enough perhaps he will have a re-think. The farmer will be looking out for those children who are willing to help with all the tasks around the house before he decides who can stay in the safety of his farmhouse.

**NB The children will be split into 2 groups and these groups will experience *different* activities.**

**Objectives of Activity:**

- This activity fits into the local and post 1066 aspects of the History National Curriculum, for KS2. It supports children to learn about the wartime Home Front, to understand what it was like to be evacuated and to empathise with evacuees. It opens many opportunities for follow-up activities which allow children to learn and practise the skills listed in the N.C. for History at KS2. There are also several cross curricular links.

**Background to Activity:**

It's 1941. Britain has been engaged in European war for some time now. Wartime spirit is in full swing, rationing, carrying identity cards and gas masks are part of everyday life. Over the last couple of months the air raids in the North East have become extreme and many are being killed, injured and left homeless. Although these children avoided the first and second evacuations of 1939 and 1940, their parents have decided it is time to send them to the relative safety of the countryside now - as extended warfare seems inevitable. America is not currently involved in this 'European war', but circumstances are about to change dramatically...

**Activities to Prepare for the Visit:**

The Evacuees activity really begins with preparation in school. You can prepare your class before visiting by making a gas mask box, luggage label and identity card. Discuss why you are evacuating and what it might feel like.

**Supporting Resources Available:**

A resource pack is available on the Schools and Communities Section of the Beamish Website under 'resources' (<http://www.beamish.org.uk/resources/>). This resource provides you with ways of explaining to your class that they are preparing to visit Beamish in order to evacuate. It also includes practical projects to do together in school or at home - before and after the visit.

**Contact Us:** If you have any queries please do not hesitate to contact us at the Museum. Telephone Simon Woolley, Head of Learning on 0191 370 4011 OR email [education@beamish.org.uk](mailto:education@beamish.org.uk).

## Hazard Identification Sheet – Evacuees

Location: Home Farm

Potential Hazard	Who is particularly at risk	Context of hazard and steps to be taken by accompanying adults to prevent accidents	Risk of accident/dangerous occurrence High/medium/low	If high or medium what additional precautions or measures need to be taken to reduce risk to low
Group security issues	Children	During the visit children will be working in groups. <b>Children must be supervised at all times by an adult from the school.</b> Nominated doors will be locked, to ensure children will not be able to wander out of the area. Beamish admits free supervising places at a ratio of 1 adult to 5 children.	Low	
Main road at Home Farm	Everyone	A public road must be crossed to enter parts of Home Farm. Special care needs to be taken to ensure traffic is negotiated safely. A member of Beamish staff will be stood at the crossing gate and will open and close the gate to enable groups to cross the road. If you are crossing from the Farm side, members of your group must stay on the buildings side of the rope and pin fence and follow advice from Museum staff. Museum staff will assist with the crossing but School staff also must be proactive to ensure this is achieved safely. Museum staff are not able to stand in the middle of the road to stop the traffic.	Medium	The gate will be closed to prevent visitors stepping into the road. Museum staff will supervise the crossing at all times. School staff to work with Museum staff to ensure a safe crossing.
Slips and trips on uneven surfaces – e.g. rugs, stone staircase, animal excrement in yard etc.	Everyone	Ground surfaces around Home Farm include gravel, cobbles and flag stones. Parts of the activity takes place in rooms up an old stone staircase, which is uneven. Husbandry conditions, including animal excrement, can make the ground surface in the yard slippery. Museum staff will maintain a clean environment. Children should be advised to take care and always walk around site and wear <b>appropriate footwear</b> to visit an open air, working farm.	Medium	Beamish staff will advise the group of slippy or uneven surfaces. Children should wear sensible shoes & be advised by supervising adults not to run.

Splinters/nails and other sharp items from old buildings and/or objects	Everyone	The nature of the old buildings with bare floor boards mean there is always a risk of splinters. Museum staff will work to maintain a safe environment. Please inform Museum staff if you see anything that may cause a risk. Although care is taken with the selection of objects for this activity, the objects being used are sometimes original and it is therefore possible that some of the wooden objects may splinter or have other sharp aspects. Beamish staff will aim to ensure that all objects have smooth edges before starting the session. Accompanying adults should supervise children to ensure that due care is taken with any objects.	Low	
Burns from Fire / Aga	Everyone	As Home Farm is portraying life in the 1940s there will be coal fires and an Aga burning during the course of the session. Beamish staff will advise the group to take care around fires before the session begins. Supervising adults should observe the children under their care to ensure that they do not stand too close to the fire and that they behave sensibly around the fire at all times.	Low	
Dust/Smoke from Fire	Children and Adults with breathing difficulties	Due to the coal fires at Home Farm it is likely that there will be smoke or dust from the fire in the air. Supervising adults should inform Beamish staff of any children/adults in the group with asthma or other breathing difficulties and should ensure that they have their inhalers with them. Beamish staff will aim to ensure that the space is as ventilated as possible.	Low	
Climbing	Children	Adequate adult supervision should be provided. Pupils should be instructed not to climb objects whilst visiting Beamish.	Low	
Bees, wasps, insects stings	Everyone	Museum staff will keep the area clear of rubbish which may attract these creatures. Staff should be vigilant at all times and aware of any children with allergies, carrying any necessary preventatives or treatments. If necessary first aiders will attend.	Low	
Weather	Children and adults	Beamish is an open air museum and this activity may involve working outside. Please advise <i>all</i> participants to come dressed in suitable clothing and sturdy footwear, e.g. wearing waterproofs, warm clothing, protective sun cream and a hat children should carry water on hot days. Museum staff will keep paths clear, using grit to improve surfaces during the winter if needed. Museum staff will discuss weather on arrival if needed.	Low	

Injuries from Farm machinery displays	Everyone	Home Farm presents a working farm, with farm machinery displayed around the area. These machines are likely to have sharp edges and are potentially hazardous if care is not taken. All farm machinery is constantly monitored to ensure it is as safe and secure as possible. Supervising adults should ensure that children under their care behave sensibly whilst walking around the area.	Low	
Animals	Everyone	Home Farm is a working farm, with sheep, pigs, poultry, cattle, horses, cats and sheepdogs. Children should be advised not to touch or put anything in their mouths. They should not antagonise or attempt to feed any animals. <b>Everyone should wash their hands on leaving the Farm. The nearest hand washing facilities are adjacent to The British Kitchen.</b>	Low	
Infection from Lambs and Ewes	Pregnant Women	Lambing takes place at Home Farm, which presents a risk of infections such as toxoplasmosis to pregnant women. Pregnant women are advised to stay clear of areas with ewes and lambs.	Low	
Working with soil, plants and compost in the garden	Everyone	As part of the activity participants may handle garden compost, soil, plants and participate in gardening activities. Plants are carefully selected for this activity and care should be taken when interacting with them, they should not be eaten or put into the mouth. Gardening gloves will be provided and all participants should wash hands following the session and before eating and drinking.	Low	
Water in the garden	Everyone	If water is used in the garden surfaces may become slippery. Sensible shoes and walking when moving from place to place will reduce the risk presented. If a path becomes too slippery it will be closed off.	Low	
Working with hand tools	Everyone	Children may use period gardening tools during the activity. These are real tools and can therefore pose a risk if not used appropriately. Staff members will brief children before using items and monitor tools to ensure they are in safe condition before use. Please inform a staff member if you notice any issues with these tools and supervise all children to ensure appropriate use of tools.	Low	
Lifting in garden	Everyone	Given the nature of gardening there are certain objects which are heavy or bulky and, if dropped, could cause injury or bruising. Beamish staff will brief children regarding picking up and/or handling these objects. Accompanying adults should supervise use of these objects.	Low	
Cuts from tin cans	Everyone	Tin cans may be used to roll up paper potting cups. All sharp edges of the cans will be covered over with masking tape to avoid risk of cuts.	Low	

Food – allergies, illness from dirty hands/ equipment	Everyone	In the kitchen, students may assist with baking. They must wash hands as directed. Everyone must wash hands before handling or consuming any food. School staff should be aware of allergies and check ingredients with Beamish staff before children are given any to taste. Potential allergens may include flour, butter, sugar, dried fruit (depending on recipe) and dairy items. Any with allergies will be offered an alternative activity instead of baking.	Low	
Straw Dust	Children and Adults with breathing difficulties	Children may, as part of the activity, make straw beds or scarecrows. It is likely that there will be straw dust in the air during this activity. Accompanying adults should be aware of any allergies/asthmatics in the group and should make Beamish staff aware of these and ensure that children have the necessary medication/inhalers etc. with them. Beamish staff will endeavour to ventilate the area as well as possible.	Medium	Supervisory adults should ensure that all participants have necessary medication/inhalers. Beamish staff will endeavour to ventilate the area as well as possible.
Sticks home guard	Everyone	As part of the session children may participate in a Home Guard drill. They may use broomsticks in place of rifles and if not used as directed these may cause injuries. Children will be instructed in the correct space to allow for these activities and the correct use of the sticks. Supervising adults should ensure children listen to and follow instructions.	Low	
Craft equipment - scissors	Everyone	Any tools used will be age appropriate; children should be supervised at all times when using these tools by school supervisors.		

**NB It is advised that all participants wash their hands after the activity.**

**Date Reviewed:** 5<sup>th</sup> February 2015 **Reviewers:** Elizabeth Bell /Catherine Rice (Learning Co-ordinators)