



Traditions of Christmas

Guidelines for Supervising Teachers

Preparing for Your Visit: It is strongly recommended that supervising staff should arrange a pre-visit to familiarise themselves with facilities at the Museum. Free tickets are available on request in order to assist with planning and risk assessments. A Hazard Identification Sheet will also be provided in order to help you with your risk assessment.

Practicalities:

- **Where to Go and How to Get There:** You will be booked into either Home Farm or Pockerley Old Hall, where this activity takes place. To reach Pockerley Old Hall either take a tram to Pockerley tram stop and walk up the hill, or walk straight from the main entrance.
- **Arriving on Time:** If your school has the first session booked (10.30-12.00) it is advisable to walk straight to Pockerley Manor. Likewise, if you have the morning session at Home Farm, please go straight there by either transport or foot. In the event of a late arrival every effort will be made to accommodate the full time of the activity, however, due to other bookings this may not always be possible.
- **What to Bring/Wear:** Please remember that children need to be warmly dressed. Warm winter coats, hats, gloves and sturdy footwear are essential.
- **Storage:** Anything which is not required during the activity session will be stored out of the way during the session (the Undercroft at Pockerley Old Hall and the study at Home Farm).
- **Toilets:** Toilets are located around the back of the Old house at Pockerley Old Hall and adjacent to the British Kitchen cafe at Home Farm. A member of staff can direct you to these.
- **Health and Safety Information:** 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. Please note that you will be in an area which is closed to the general public so

please keep your party together and be aware of moving vehicles. If the paths look icy, please ask the group to take extra care. Before the session a member of staff will go through any health and safety issues. A Hazard Identification Sheet is enclosed to help you with your risk assessment.

- **Access:** Pockerley Old House is an historic building with old and uneven steps that must be mounted in a careful and sensible manner and may be inaccessible to pupils with access needs. There are small steps up into Home Farm and both buildings are on top of small but steep hills. If there is anyone in your group with access needs please contact the Bookings Officer on bookings@beamish.org.uk or telephone on 0191 370 4026 and they will be able to advise you.

Outline of Activity:

In this activity pupils experience life in a house preparing for Christmas. They will play old fashioned parlour games, hear stories, sing songs and make a jingle stick to play along to the songs. They will also help to prepare some Christmas biscuits. The lady or gentleman of the house will lead the festivities, making sure that everyone enjoys themselves.

Objectives of Activity:

- To gain a better understanding of how Christmas was celebrated in the past.
- To explore the differences and similarities between Christmas in the past and now.

Background information:

During the Victorian times Christmas developed into a family orientated festival. By the 1900's Christmas trees had become popular, decorated with sweets, dolls, toys and anything bright and glittery. By 1910, Father Christmas had become the red-robed figure we are familiar with today. Children would hang up their stocking on Christmas Eve with the hope of finding an orange, a handful of nuts, raisins and some sweets. Popular presents of the time were train sets, dolls, Noah's Arks, board games and construction kits such as Meccano and plasticine. Christmas carolling and sending cards were a part of the celebrations. On Christmas Day family and friends would gather and enjoy many of the dishes familiar to us; the roasted bird, sausages and stuffing along with pudding, brandy sauce and crackers. Through the activity session we aim to bring this time to life.

Contact Us: If you have any queries please do not hesitate to contact us at the Museum. Telephone **Simon Woolley** on 0191 370 4011 or email education@beamish.org.uk.



Hazard Identification Sheet – Traditions of Christmas

Location: Pockerley Old Hall or 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
Slips and trips	Children and adults	The ground surface and steps at Pockerley Old Hall and Home Farm are worn and uneven and some areas have low lighting levels. Museum staff will arrange equipment to minimise risk of trips. 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 wear sturdy shoes for the visit, to always walk around the house and to use hand rails and ropes where provided.	Low	
Falls onto hard surfaces	Children	Children can get over excited during the Christmas games and will need to be supervised by all adults to prevent falls. Museum staff will provide clear instructions for activities throughout the session.	Low	
Fires/ candles	Children and adults	Fires will be lit in Pockerley Old Hall and fires and an Aga will be lit at Home Farm, presenting a risk of burns. Children will be advised to stay away from the fires and the Aga at Home Farm. Metal guards will be placed in front of the fires. The situation will be monitored by Museum and school staff. Any candles will be placed out of reach of children. Only Museum staff can manage the fires and Aga.	Low	
Dust/ smoke	Children and adults	Open fires and candles will be lit which can lead to a smoky environment. Beamish staff will keep areas as well	Medium	Beamish staff will ensure that all

		ventilated as possible. Teachers and staff should be aware of any children with allergies/asthma. Please inform Museum staff leading the activity if there is a problem and an alternative task will be provided.		participants are aware of the fact there will be a fire and potentially dust in the air. Supervisory adults should ensure that all participants have necessary inhalers/ medication etc...
Animals	Children and adults	Pockerley Old Hall and Home Farm are both home to a range of farm animals, including sheep, pigs, cattle, poultry, horses, cats, and sheep dogs. These could cause allergies, bites and scratches. During the activity children should not come close to the animals. Children should wash their hands before eating and drinking. Hand washing facilities are provided at Pockerley Old Hall, in the scullery at Home Farm and adjacent to the British Kitchen at Home Farm. Pregnant women should be advised to take extra care.	Low	
Risk of infection from ewes and lambs	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	Risk of infection from ewes and lambs
Biscuits - food allergies, illness from unwashed hands	Children and adults	During the activity children will be helping to bake biscuits. All children will wash hands prior to the baking activity. Ingredients will include flour, oats, butter, golden syrup, cinnamon, salt, bicarbonate of soda. Before eating, children will wash hands. Beamish staff to check for allergies before handing out biscuits.	Low	School staff to be aware of any food allergies that would prevent children eating biscuit.
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	Medium	The gate will be closed to prevent visitors stepping into the road.

		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.		Museum staff will supervise the crossing at all times. School staff to work with Museum staff to ensure a safe crossing.
Craft equipment e.g. cuts from scissors, eating glue	Children and adults	All craft equipment used e.g. scissors will be age appropriate and use will be supervised by Museum and school staff.	Low	
Bells	Children	The bells used in the jingle sticks present a choking hazard if placed in the mouth. The bells will not be given to children under 3 years old and Museum and School staff will supervise children whilst making/playing with the sticks.	Low	
Wooden sticks	Children and adults	There is a risk of splinters from the wooden sticks used to make jingle sticks. The sticks will be sanded to reduce this risk. Children should be supervised whilst using the jingle sticks to prevent bumps.	Low	
Farm machinery – dirt, cuts, bruises	Children and adults	The exhibits involving machinery will not be open during the winter season and activities take place within rooms in buildings. If groups do encounter a piece of machinery, accompanying adults should keep children away from it. No machinery will be being moved whilst children are present.	Low	
Group work – security issues	Children and adults	During the visit children will be working in groups. Children must be supervised at all times by an adult from the school. Beamish admits free supervising places at a ratio of 1 adult to 5 children for aged 5 and over and 1 adult to 3 children for under 5s. The Christmas activities take place in areas that are closed to the general public.	Low	
Winter weather – ice, snow, cold	Children and adults	Beamish is an open air museum. Please advise all participants on the trip to come dressed in warm clothing – winter coats, gloves, hats and sturdy shoes. Museum staff will keep paths clear and use grit to improve surfaces.	Low	

		Museum staff will advise teachers on the situation on arrival and react to conditions should they deteriorate.		
--	--	--	--	--

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

Date Reviewed: 5th February 2015

Author: Catherine Rice, Learning Co-ordinator