



# Traditions of Christmas (Home Farm and Pockerley Old Hall)

## 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. Complimentary tickets are available on request in order to assist with planning and risk assessments. A Hazard Identification Sheet is also 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. To reach Home Farm, take a bus or tram around to the Home Farm tram stop and walk up the hill. Please wait for Beamish staff member who will meet you before you cross the road.
- **Arriving on Time:** If your school has the first session booked (10.30-12.00) it is advisable to walk straight to Pockerley Old Hall. 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 (it will be cold). 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 Pantry at Pockerley Old Hall and the study or scullery 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 stay on the safe side of fences and gates. Please keep your party together and be aware of moving vehicles. The Home Farm and Pockerley Old Hall buildings will be open to other visitors during the activity session. Different Beamish staff will be allocated to running the schools session or talking to general visitors. 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 Hall and Home Farm are historic buildings with old and uneven steps and surfaces that require everyone to move around in a careful and sensible manner. 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](mailto:bookings@beamish.org.uk) or telephone on 0191 370 4026 and she 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 small decoration/gift to take home. Children 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 Christmas today.

### **Organisation of Activity:**

During this activity most classes (20-30 children) will be split into three groups. These will rotate around the three activities; baking, games and craft. The baking activity and the games will be lead by Museum staff. School staff may be required to supervise the craft activity. This will be making a Christmas peg doll. Members of Museum staff will explain what to do for this activity and will be close by, but their focus will be the baking activity. School adults will need to help with guiding their group of children through the simple steps and with tying knots. All materials will be pre-prepared to ensure children succeed with the craft. Every child will do all three activities.

### **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; a 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](mailto:education@beamish.org.uk).

# Cinnamon Biscuits

## Ingredients

Cinnamon

Kerrymaid Margarine: Rapeseed Oil, Water, Reconstituted **Buttermilk** (3%), salt (1.5%), Emulsifier: Mono and Di-glycerides of Fatty Acids, Stabiliser: Sodium Alginate, Preservative: Potassium Sorbate, Vitamin A &D, Flavouring, Colour: Carotenes

Sugar

Plain Flour: **Wheat** flour

## **Allergens in Bold**

Please note we cannot guarantee cinnamon biscuits are free from other allergens due to the nature of the environment they are made in and the ingredients used. If you have any questions, please contact the Bookings Officer at the Museum ([bookings@beamish.org.uk](mailto:bookings@beamish.org.uk), 0191 370 4026).

## 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. There is a flight of stairs at Pockerley Old Hall. Museum staff will arrange equipment, furniture and fittings to minimise risk of trips. Extra care is needed when walking through the garden to the front door of Pockerley Old Hall to ensure children do not fall down the steps into the garden. 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 houses 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 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.	Medium	Beamish staff will ensure that all 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, scratches, kicks or trampling. Large moving animals e.g. horses will be supervised by trained Museum staff. During the activity, children will be indoors and should not come close to the animals. When moving to and from the buildings, school staff should ensure children do not try to get too close to or touch animals – you may see animals such as hens and cats loose in the farmyard or garden. 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. School staff need to be aware of any allergies of children in their class. Please speak to us before your visit if you have any concerns. 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 during the spring months, which presents a risk of infections such as toxoplasmosis to pregnant women. The Museum advises pregnant women not to visit Home Farm during the lambing season. If you require further information, please contact Learning team on 0191 370 4011.	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 must wash their hands prior to the baking activity. Ingredients will include <b>flour</b> , sugar, cinnamon, Kerrymaid 54% vegetable fat spread (made from rapeseed oil, palm oil, water, reconstituted <b>buttermilk</b> (3%), salt (1.5%), Emulsifier – Mono and Di-glycerides of Fatty acids, stabiliser: Sodium Alginate, preservative: Potassium Sorbate, Vitamin A and D, flavouring, colour: carotenes). Allergens include wheat/gluten, milk/dairy. We cannot guarantee biscuits are free from other allergens including eggs, nuts, sesame seeds, celery due to the environment the biscuits are made in and the ingredients used.	Medium	School staff to be aware of any food allergies that would prevent children making and eating biscuits and make Beamish Museum staff aware. An

		An allergen sheet is attached. Before eating, children must wash hands. Teachers will be given a bag containing pre-made biscuits to share with children as and when is suitable.		alternative activity can be provided.
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 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.
Craft equipment - scissors, glue, felt tip pens 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 or school staff. School staff will be required to supervise a craft activity without the presence of a member of Museum staff. Museum staff will give clear instructions and ensure all resources are prepared. They will be close by in case of any problems.	Low	
Ribbon and wool	Children and adults	Ribbon will be wound onto spools and wool into balls. What is needed for the activity will be cut into short lengths to prevent any risk of strangulation. School staff must supervise children to ensure safe behaviour.	Low	
Peg doll making – small parts present choking risk	Children	The making of the peg doll will involve small parts of felt and wool, which could present a choking hazard with very young children. The children will be making a peg doll decoration to take back to school – it is not a toy.	Low	
Farm machinery – dirt, cuts, bruises	Children and adults	There are exhibits at the farm involving machinery, although the activities will take place within rooms in buildings. If groups 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	The buildings will be open to other visitors during the visit. Beamish staff will be present, either delivering the schools activity or with a focus of talking to the general visitors. Different people will be allocated to the different roles. During the visit children will be working in three groups. Each group must be supervised by an adult from the school. <b>Children must be supervised at all times by an adult from the school.</b> 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.	Low	
Winter weather – ice, snow, cold	Children and adults	Beamish is an open air museum and it will be cold, even inside buildings. 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. Museum staff will advise teachers on the situation on arrival and react to conditions should they deteriorate.	Low	

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

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