CHARMOUTHHERITAGE**COAST**CENTRE

FINE FOUNDATION EDUCATION CENTRE



A guide for school visits

Primary Schools

CHARMOUTHHERITAGE**COAST**CENTRE
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About this guide

This guide has been created to provide information to teachers looking to bring a school group to the Charmouth Heritage Coast Centre. It includes the activities we offer, what you will need to make a booking enquiry and useful and essential information for the day of the visit.

About us

The Charmouth Heritage Coast Centre is located on The Jurassic Coast, England's first Natural World Heritage Site. The beaches around Charmouth are world famous for the amazing fossils that can be found washed out of the cliffs and there is an amazing variety of marine life. The Centre itself is an excellent resource for schools with interactive displays, marine aquarium tanks, a fossil touch table and the Jurassic Theatre. We offer a wide range of opportunities that bring learning to life in the great outdoors.

The warden team are professionally trained in palaeontology, biology and environmental science and are all qualified first aiders and carry first aid kits and mobile phones in case of emergency. All Centre activities are fully risk assessed and the wardens are enhanced CRB checked.

Activities

The Centre runs an education programme which extends throughout the year. Detailed below are brief outlines of the core learning sessions that we currently offer. The Warden team are happy to work with teaching staff to provide tailor made trips to suit your own learning objectives as well as our standard activities. We can also adapt some of the activities for those children and young adults with special educational needs. All sessions are fully risk assessed (risk assessments can be found on pages 11 to 14).

Visit the Centre

The Centre is an excellent resource for schools, with interactive touch screen displays, fossil touch table, fossil discovery dig, aquarium tanks, and a Jurassic Theatre. Within the Centre we cover a wide range of subjects associated with the local area and coastline. It also houses a small shop area with educational materials and souvenirs including many pocket money items for those school trip spends.
Visits to the Centre are free of charge, but you MUST book your visit in advance as the Centre is busy with organised trips all year round.

Session time: 30 minutes
Location: Charmouth
Meeting point: Charmouth Heritage Coast Centre
Maximum number: 30 Children
National Curriculum: N/A
Charges: Free

Fossil Hunting

The session starts at the Centre with a short film show entitled "Finding Fossils at Charmouth". There are two versions of the film show available depending on the age of the children. This is followed by a warden talk around the fossil touch table with top tips on what to look for and how to find it! The talk includes information on the process of fossilisation, the ancient habitat the creatures lived in and the following fossils: ammonites, belemnites, crinoid, shells, wood and bone. The Centre based part of the session lasts for 30-45 minutes. We will then give the children a 5 minute toilet break. All relevant health and safety information is given to the children before heading out onto the beach accompanied by the warden to look for fossils. All finds during the day can be taken back to school or home at the end of the session. We recommend that each child brings a small freezer bag to put their finds in.

Session time: 2 hours
Location: Charmouth
Meeting point: Charmouth Heritage Coast Centre
Maximum number: 90 Children
National Curriculum: Science: Unit 3D: Rock and soils

Charges: September – Feb £3.00 per child March– July £3.50 per child
Minimum booking fee £90.00
There is no charge for teaching staff and helpers

Fossil Film Show and Talk

The Fossil Film Show gives an overview of the geology of the World Heritage Site 'Jurassic Coast', with a focus on how fossils are formed and the types of fossils that can be found on Charmouth beach. There are two versions of the film show available depending on the age of the children. The film is followed by a warden talk around the fossil touch table, where the children are shown real specimens that have been found on the beach with information about how these creatures would have lived in the Jurassic seas.

Session time: 40 minutes
Location: Charmouth
Meeting point: Charmouth Heritage Coast Centre
Maximum number: 60 children (split into two groups)
National Curriculum: Science Unit 3D: Rock and soils
Charges: £2.00 per child (throughout the year)
Minimum booking fee: £50.00
There is no charge for accompanying staff and helpers

Rockpool Ramble

The group meets the Marine Warden at the large metal anchor by Cobb Gate car park, Lyme Regis before a short walk takes you to the site of Broad Ledge. We then take a ramble over the rocks to discover the weird and wonderful plants and animals that live on our seashore and how they have adapted to living in this challenging environment. All relevant health and safety information is given to the children before heading out onto the rock pooling area. All necessary equipment is provided by the Centre.

Session time: 1.5 – 2 hours
Location: Lyme Regis
Meeting point: Cobb Gate car park, Lyme Regis
Maximum number: 60 Children
National Curriculum: Science:
Unit 2b: Plants and animals in the local environment
Unit 2c: Variation
Unit 3b: Helping plants to grow well
Unit 4b: Habitats
Unit 5b: Lifecycles
Unit 5/6H: Enquiry in environmental and technological concepts
Unit 6a: Interdependence and adaptation
Charges: September – February £3.00 per child March– July £3.50 per child
Minimum booking fee £90.00
There is no charge for teaching staff and helpers

Investigating Coastlines

What makes a coastline, who uses it and what can we see? Using the beach area at Charmouth, how do we use the coastal environment and what natural processes affect it? This session includes coastal mapping, measuring beach profiles, using sandcastles to show cliff erosion and what makes a wave. The children will need to be in groups (of about 6) with an adult to supervise each group. All relevant health and safety information is given to the children before heading out onto the beach. All necessary equipment is provided.

Session time: 2 hours
Location: Charmouth
Meeting point: Charmouth Heritage Coast Centre
Maximum number: 60 Children (1 Adult : 6 children due to group work)
National Curriculum: Geography:
Unit 6: Investigating our local area (local schools)
Unit 23: Investigating Coasts
Unit 13: A Contrasting UK locality – Charmouth
Charges: September – Feb £3.00 per child March– July £3.50 per child
Minimum booking fee £90.00
There is no charge for teaching staff and helpers

Booking an activity

All sessions must be booked with the warden team in advance.

Making a booking enquiry

Many of the sessions that we offer at the Centre are dependent on the tide times. Therefore not all the sessions are available everyday and the times of the sessions will vary. The sessions can get booked up quickly so please book well in advance.

For booking enquiries please ring (01297 560772) or email the warden team at the Centre (info@charmouth.org). Please have the following information:

Number of children
Age group
The session/s you are interested in booking
A range of available dates over at least a two week period
Earliest start time and latest finish time
Any special requirements

Booking procedure

- If a suitable date and time can be agreed, the warden will make a provisional booking.
- You will need to provide the contact details of the school and the Centre will send a booking form.
- The booking form must be returned within 14 days of the booking confirmation date with the relevant signatures and a deposit to confirm the booking. We cannot guarantee that your slot will still be available if forms are not returned within this period. The booking is made permanent when we receive the booking form and deposit. The Centre will not send any further confirmation of the booking.
- If you have any queries about the visit, then please do not hesitate to contact the warden team at the Centre.

Charges

For charges please see the activity descriptions (pages 2 to 4). Please advise the warden team in advance if the number of students changes from the number stated on the booking form. If the number of students for the session decreases, you must inform the Centre one month prior to your visit, otherwise you will be charged for the full number stated on the booking form. There is no charge for accompanying adults.

Payment

A non refundable deposit of £50.00 per session is required to secure the booking. The balance can be paid on the day of the visit (cash, cheque, credit/debit card) or an invoice will be given to the leading group teacher to be paid within 30 days (cheque, BACS).

Cancellation

We require 30 days notice of cancellation. Without this notice you will be charged the full amount of your visit.

In extreme weather conditions the wardens may advise that the activity is modified for reasons of safety.

Contact Details

Charmouth Heritage Coast Centre
Lower Sea Lane
Charmouth
Dorset
DT6 6LL

Tel/Fax: 01297 560772
Email: info@charmouth.org
Website: www.charmouth.org

On the day

How to get here

Charmouth Heritage Coast Centre:

From Exeter - take the A30 to Honiton. At Honiton take the A35 towards Dorchester past Axminster and along the dual carriageway to Charmouth. At the roundabout take the 3rd exit on the right, signposted to Charmouth and continue into the village until you reach the pedestrian crossing. At this junction turn right into Lower Sea Lane (signposted the beach). The Centre is on the beachfront at the end of Lower Sea Lane.

From Dorchester - take the A35 to Honiton road passing Bridport. Continue along this road until you see the Charmouth turn off on the left. Drive down this road into the centre of the village. At the pedestrian crossing turn left into Lower Sea Lane (signposted the beach). The Centre is on the beachfront at the end of Lower Sea Lane.

For coaches please see Parking (page 8).



Rockpool Ramble meeting point:

The metal anchor, next to Cobb Gate car park, Lyme Regis, DT7 3QD.
Please note that the Cobb Gate car park is very small (18 spaces) and not suitable for coaches or minibuses. For coach parking please see Parking (page 8).

Parking

Charmouth:

Coaches should park at St Andrews Road car park, which is the first right turn off Lower Sea Lane and about a 5-10 minute walk from the Centre. Coaches SHOULD NOT be brought down to the car park on the seafront for parking or dropping off.

Lyme Regis:

Coach parking is available at Charmouth Road and Holmbush car parks in Lyme Regis. More information on parking in Lyme Regis can be found at www.dorsetforyou.com.

Access

There are steps leading up to the front of the Centre and there is also ramp access at the rear of the building.

Clothing

The children should be suitably dressed for the elements. A waterproof jacket and footwear with a good tread are essential. For the rockpool ramble activity, the children should have footwear that can get wet.

Timings

The time given on the booking form is the time the session will start. Please make sure the group is at the meeting point and ready to begin the session at this time. If you are running late please advise the warden team as early as possible.

If you would like to use the Centre outside of the time of your booked session then please contact the warden team to arrange if this is possible. We may have other groups booked in on the same day.

Please let the warden team know of your planned departure time when you arrive so we can make sure the group is back in time.

Toilets

Charmouth:

There are public toilets situated in St Andrews car park on Lower Sea Lane and also behind the Centre in a separate building.

Lyme Regis:

There are pubic toilets situated opposite Cobb Gate car park.

Lunch and bags

There are grassy areas with picnic benches at Charmouth beach. It may be possible for a group to use the Education Room in the Centre to have lunch but this will depend upon whether the room is in use for other activities. Please contact the warden team prior to your visit to discuss this. Bags can be left in the Centre during the booked session (except activities based in Lyme Regis: Rockpooling). Please note that the Centre will be open to the public and any belongings are left at your own risk.

What if the weather is bad…

In extreme weather conditions the wardens may advise that the activity is modified for reasons of safety.

Shop

The Centre has a small shop with books, toys and souvenirs. Please advise the warden team when you arrive if the group wishes to use the shop during your visit. Shopping will need to be done outside of the booked session time.

Group Responsibilities and Health and safety

- Teachers/guardians remain responsible for the group throughout the visit. Wardens are responsible for tuition of the group and not their discipline. Control and safety of the group is the teachers/guardians responsibility.

- Each group should include a designated first aider and should carry a first aid kit.

- It is recommended/advised that there is a ratio of at least one adult per eight children. All teacher: pupil ratio's should be in line with your own LEA requirements. For Investigating COASTS activities ratios should be 1: 6 due to group session work.

- At least one adult/member of staff should act as a spotter to ensure children remain away from the cliffs and the sea.

- The teachers/guardians should ensure that the group arrives adequately dressed and equipped for the activity.

- Our aim is for the wardens to give as much time to the children/students as possible, rather than having to organise the group.

- A safety code will be stated which includes:
  Keep away from the cliffs, mudflows and the sea.
  Stones must not be thrown.
  Watch out for slippery or uneven surfaces.
  No running at any time.

Resources

Website

The Centre's website is an excellent resource for school groups. There is information on the local area, fossils, geology and marine life. It also includes a Virtual Fossil Hunt and a 'Kid's Only' section with activity sheets.

Fossil Loan Box

The Jurassic Coast Fossil Loan Box is suitable for both Key Stage 1 & 2 children and is a fantastic cross-curricula resource produced by the warden team at the Centre that brings the Jurassic Coast to life in your classroom. It can provide an excellent introduction or follow up to a visit at the Centre.

Each box contains;

- Real fossils from the Jurassic Coast for pupils to handle.
- A comprehensive resource pack of inspirational materials, including a short animation on how fossils form, timelines and role play activities.
- The story of Mary Anning
- Fossil folklore
- Key information on the Jurassic Coast laminated mural of life in the Jurassic Seas
- Fossil moulds so that children can make their very own cast of a fossil
- Teacher's notes are included, and contain learning outcomes for each section and a list of useful links to other organisations/sites.

The box can be hired from the Centre at a cost of £30 for a two week period.
For more information or to reserve the Fossil Loan Box please contact the Warden Team at the Centre.

Risk assessments

All of the activities are fully risk assessed. Copies of our risk assessments can be found on pages 11 to 14 and on our website (www.charmouth.org). If you would like to obtain a signed copy of the risk assessment please contact the warden team.

Main Site Risk Assessment Sheet

Area: Centre and education room
Room/section: Main room

Area/Object	Potential hazard	L	S	RF	Current control measures	Action in event of	Additional control measures	Action Taken Date
General	Trip / fall / slip	3	2	6	Warn sign when floor wet	1st Aid	None	
Microscope TV	Fall	3	2	6	Mountings checked	1st Aid	None	
Shop area	Trip / fall / slip	3	2	6	Keep area clear	1st Aid	None	
Electrical points / plugs	Electrical shock	2	4	8	All unused plugs / covers	999 1st Aid	Test equipment every year	
Touch table rocks	Foot injury	2	3	6	Tidy	1st Aid	None	
Small aquarium	Electrical shock	3	4	12	Tank cover secure	999 1st Aid	Checked daily	
Front steps	Trip / fall / slip	3	2	6	Non slip tread	999 1st Aid	None	
Theatre	Trip / fall	2	3	6	All flooring secure	1st Aid	None	
Fire escape	Blockage	3	4	12	Kept clear at all times	N/A	Regular check	
Fire escape	Door jammed	5	4	20	Inspect – check daily	N/A	Regular check	
Water Taps	Scald	1	3	3	Hot water off at all times	1st Aid	None	
Sharp corners	Injury from corners	3	4	12	Rounded edges / covers	1st Aid	None	

Safety equipment
Assessed by:
Checked by:

Reviewed by:	Date:

Fieldwork Safety Risk Assessment Sheet

ACTIVITY: Fossil hunting
LOCATION: Charmouth Beach
MAP SHEET/GRID REF: SY193 360930

Location Description:
Beach
Sand
Cobbles
Large boulders

Activity Description:

Fossil collecting

Area/Object	Potential hazard	L	S	RF	Current control measures	Action in event of	Additional control measures	Action Taken Date
Weather	Cold/heat/burn	4	3	12	Adequate protection	1st aid 999	none	
Cliff	Rockfall injury	1	4	4	Warning statement	999 1st aid	None	
Mudflow	Stuck in mud	1	3	3	Warning statement	999 1st aid	None	
Sea	Drowning/ Near drowning	1	4	4	Warning statement	999 1st aid	None	
Slippery substrate	Fall/slip	2	2	4	Warning statement	1st aid	None	
Hammer	Hand injury	2	2	4	Warning statement	1st aid	None	
Hammer	Eye injury	1	4	4	Warning statement	1st aid	None	
Rocks	Hand injury	2	2	4	Warning statement	1st aid	None	
Pollutants/sharps	Chemical exposure/injury	1	3	3	Warning statement	1st aid Coastguard	None	
Wildlife	Stings/bites	2	2	4	None	1st aid 999	None	
Bacteria	Infection	1	4	4	Wash hands	Doctor	None	
Medical condition	Asthma etc.	1	3	3	Awareness	1st aid 999	None	

Safety Equipment
Assessed by:
Checked by:

Warden first aid kits Mobile phone Radio	Waterproof clothing

Review risk assessment quarterly Reviewed by:	Date:

Fieldwork Safety Risk Assessment Sheet

ACTIVITY: Rockpool ramble
LOCATION: Broad Ledge
MAP SHEET/GRID REF: SY193 345922

Location Description:

Flat rock ledges
Sand
Boulders
Man-made structures

Activity Description:

Rockpooling

Area/Object	Potential hazard	L	S	RF	Current control measures	Action in event of	Additional control measures	Action Taken Date
Weather	Cold/heat/burn	4	3	12	Adequate protection	1st aid 999	None	
Cliff	Rockfall injury	1	4	4	Warning statement	999 1st aid	None	
Mudflow	Stuck in mud	1	3	3	Warning statement	999 1st aid	None	
Sea	Drowning/ Near drowning	1	4	4	Warning statement	999 1st aid	None	
Slippery substrate	Fall/slip	2	2	4	Warning statement	1st aid	None	
Rocks	Hand injury/cut	2	2	4	Warning statement	1st aid	None	
Pollutants/sharps	Chemical exposure/injury	1	3	3	Warning statement	1st aid Coastguard	None	
Wildlife	Stings/bites	2	2	4	None	1st aid 999	None	
Bacteria	Infection	1	4	4	Wash hands	Doctor	None	
Man-made structures	Injury from fall	2	3	6	Warning statement	1st aid/999	None	
Medical condition	Asthma etc.	1	3	3	Awareness	1st aid 999	None	

Safety Equipment	Warden first aid kits Mobile phones Radios	Waterproof clothing
Assessed by:		
Checked By:		

Review risk assessment quarterly Reviewed by:	Date:

Fieldwork Safety Risk Assessment Sheet

ACTIVITY: Investigating Coastlines

LOCATION: Charmouth Beach

MAP SHEET/GRID REF: SY193 360930

Location Description:
Man made structures
Beach
Sand
Cobbles
Man made structures

Activity Description:
Investigating Coasts
Beach profiles
Waves and beaches
Map work

Area/Object	Potential hazard	L	S	RF	Current control measures	Action in event of	Additional control measures	Action Taken Date
Weather	Cold/heat/burn	4	3	12	Adequate protection	1st aid 999	none	
Cliff	Rockfall injury	1	4	4	Warning statement	999 1st aid	None	
Sea	Drowning/ Near drowning	1	4	4	Warning statement	999 1st aid	None	
Mudflow	Stuck in mud	1	3	3	Warning statement	999 1st aid	None	
Slippery substrate	Fall/slip	2	2	4	Warning statement	1st aid 999	None	
Rocks	Hand injury	2	2	4	Warning statement	1st aid	None	
Pollutants/sharps	Chemical exposure/injury	1	3	3	Warning statement	1st aid Coastguard	None	
Wildlife	Stings/bites	2	2	4	None	1st aid 999	None	
Bacteria	Infection	1	4	4	Wash hands	Doctor	None	
Medical condition	Asthma etc.	1	3	3	Awareness	1st aid 999	None	

Safety Equipment
Assessed by:
Checked by:

Warden first aid kits Mobile phone Radio	Waterproof clothing

Review risk assessment quarterly Reviewed by:	Date: