

Preparing for your Visit

Herbert
Art Gallery & Museum, Coventry



Information for parents/carers:

Thank you for booking your child/children onto our early bird sessions. This information pack includes a visual story and has been designed for you to use with your children to prepare them for their visit. Should you require any further information please use the contact details listed below.

When can I access the museum?

Access to the museum will be from 9am. The Sensory Play Days session will run from 9:15—10:00am.

Can I arrange a pre-visit?

You are welcome to visit the museum before your session, but a member of the learning team may not be available to meet with you. You will receive an email the day before your visit with pictures showing the Play Days session set up should you wish to go through the exact activities with your child.

What if my child can't cope with the activities?

We hope that your child will find the environment of the museum to be relaxing and enjoyable. We have a small number of ear defenders available and a chill out space will be accessible should you need it. You can of course leave at any point should you wish to.

When does the museum open to the public?

The museum opens at 10am. At this time the café will start to get busy and quite noisy, and school groups will begin to arrive. You are welcome to stay in the museum for as long as you wish, but if you do choose to leave and wish to go out via a quiet exit we recommend using the side door.

Can I access the rest of the museum during early opening?

Only the areas for your activities will be accessible before 10am. This include the Studio space, the Old Masters gallery, the toilets and shop.

What if I need to cancel my booking?

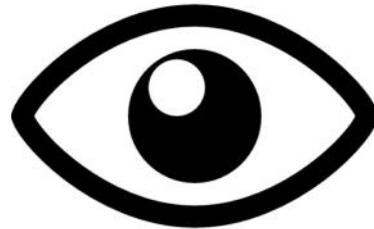
We understand that life is unpredictable. If you need to cancel your booking please get in touch as soon as possible so we can offer you space to someone else. Please contact Lisa Ford (Learning Officer—Families) on 02476 237 542 or via lisa.ford@culturecoventry.com.

When you visit the museum there will be lots of things to:

Hear



See



Touch



Smell



Things to know:

You will be inside the museum before it opens to the public.

This means it will be nice and quiet, with only a few members of staff in the building.

You don't have to stay inside the museum. If you want to leave a member of staff will let you out.

You can come back inside whenever you are ready.

Your visit to the museum:



You will enter the museum through these doors on a street called Jordan Well.



You will see the shop when you walk into the museum.



You will also see a café. This can sometimes be noisy if people are moving chairs and tables or working in the kitchen.

Your visit to the museum:



The reception desk is in the shop.



There will be a member of staff in the reception area to help you.

You may not see the people from these pictures, but all of our staff wear a uniform.

Your visit to the museum:



You will be directed to go upstairs to the first floor, and you will walk through this door.



You can walk up the stairs.



Or you can use the lift.

Your visit to the museum:



You will arrive at this corridor and will need to walk through this glass door.



You will see the Sculpture gallery in front of you.



The Studio is where the Sensory Play Days session is happening and this is where you need to go. It is near to the glass door that you have just walked out of.

Your visit to the museum:



When you arrive at the Studio you will meet Lisa. She is a member of the Learning Team and will be there to help you during your visit.



There may also be a volunteer to help. Volunteers wear badges so that we can identify them.



The Studio will have lots of things for you to play with. It is set up in a different way each month, so you may not see all of the things that are in these pictures.

Your visit to the museum:



If at any point you want to leave the Studio for some quiet time you can go into the Old Masters gallery. This is opposite the Studio.

It has low level lighting and is very quiet. There will be soft seats on the floor for you.

There are toilets close by. These are unisex toilets. This means that both boys and girls can use these toilets. Each cubicle has a toilet, sink and hand dryer inside.

Your visit to the museum:



When it's time to leave the museum you can use the doors you arrived through, or you can use these side doors. You will see these doors when you get back onto the ground floor.



This is what they look like from the outside. This is a quieter exit route from the museum.

The museum opens to everyone at 10am. There will be more people in the building and more noise. You don't have to leave. You can stay and visit the rest of the museum if you want to.

And finally, the most important thing is to...

Have
fun!

