Getting To Know Your Museum
A resource for Early Years practitioners
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ALL YOU NEED IS LOVE
Inside the Museum of Liverpool


The Museum of Liverpool is one of the world’s leading city history museums, demonstrating Liverpool’s unique contribution to the world. The museum has more than 8,000 square metres of dedicated public spaces, with over 6,000 objects representing the history of our region from the last ice age to the present day. We explore how Liverpool has developed as a city through its economic success as an international trading port and how this story is intertwined with that of its people.

Early Years group leaders please note - In each of the galleries below, look out for the spider character, Winnie, who will welcome you and highlight relevant exhibition content and objects of interest.

The Great Port outlines how Liverpool became one of the world’s great ports and how this shaped the city of today. The gallery aims to help children appreciate what a port is, know that Liverpool was a really busy and important one and that lots of different people from different countries have always moved to Liverpool and made it their home. It will also encourage exploration and the development of ‘finding out’ skills through play.

Global City traces Liverpool’s trading links with the rest of the world, uncovering the stories of the people, culture and ideas that came into the city from every continent. Young learners are encouraged to look at Liverpool again and see all its visible links with the rest of the world.

The People’s Republic explores the experience of living in Liverpool, focusing on communities and neighbourhood, race and religion, health and education, as well as the impact of world wars in the 20th century. The gallery supports young learners in understanding that their own history is significant, relevant and appropriate for a museum context. Through reconstruction and hands-on activities, young visitors can experience aspects of living in Liverpool over time. The extraordinary views and age-appropriate interpretation will encourage ‘looking’ and the ability to ‘read’ our built environment.

Wondrous Place examines the creative personality of Liverpool, uncovering an amazing roll call of writers, poets, performers, musicians, visual artists, comedians and sports people. Early learning activities will enable pupils to appreciate the creative talents of the region and to develop and share their own creativity.

Little Liverpool is a hands-on gallery for children under seven, which introduces the idea of museum visiting to very young children. We have built on the imaginations of the very youngest Liverpudlians to create their very own Liverpool.

History Detectives offers early learners the chance to experience ‘hands on’, real archaeology, talk about what things are made of, discover toys through time and explore this exceptionally interactive gallery.
What’s on offer?

The Education Programme, at the Museum of Liverpool, offers a wide range of educational opportunities for individuals and groups to think creatively, and enjoy a positive and rewarding Museum experience. For early years practitioners and their groups the Museum provides an inspiring environment to explore, investigate and have fun through activities that enhance the national curriculum. From booking one of our staff-led education sessions to exploring the Museum on your own, the Museum of Liverpool is an ideal place to engage young learners.

Self-guided visits
Early years practitioners are welcome to explore the Museum without the direct input from Museum staff - we call this a ‘self-guided’ visit. We have a wide range of resources for early years practitioners to utilise, either on their own or with their class. There are a number of set time ticketed activities, including Little Liverpool, The Beatles film show and football film show. All these experiences must be booked.

Education sessions and gallery visits
Book one of our education sessions led by a member of staff, which offer an exploration and hands on experience of the Museum. All of our sessions are Early Years Foundation Stage framework (EYFS) and are free of charge.

A full listing of all our museum-led and self-led sessions is listed on the learning sessions database: www.liverpoolmuseums.org.uk/learning or by contacting our group bookings team on: 0151 478 4788 or emailing: educationbookings@liverpoolmuseums.org.uk

Resources for Early Years Practitioners
Information for early years practitioners, case studies, trails, object images and associated text, and museum highlights are examples of the resources we have for early years practitioners to use before, during and after your visit.

Teachers’ View
We hold twilight events for early years practitioners which include guided tours, familiarisation visits, and sessions to support you in interpreting the collections with your group. The events are a great way to keep up to date and learn new skills. Join our education network - Teachers’ View, and sign up for our education e-newsletter to receive information about future exhibitions, activities, education sessions and early years practitioners resources.
GREAT SOUTHERN & WESTERN RAILWAY

Splendid View of Six Miles of Docks & River Frontage

Liverpool

Electric Overhead Railway

Visitors to Liverpool should not fail to take a trip on the railway as it affords a panoramic view of 6½ miles of the finest docks and shipping in the world.

Punctual Service of Trains every 10 minutes.

special rates to large parties of excursionists.

Railway Fares
1st class 3d. 2nd class 2½d.

St. James St, Liverpool.

S.B.C.C.

Eng."
The following areas of the Museum are designed for younger children and ideal for Early Years practitioners and their groups to explore on a self-led visit. All these areas have been designed with practitioners and children, to support early learning goals and meet the needs of a range of learning styles. National Museum Liverpool copyright images of key objects and areas are available in high resolution to download for educational use at the following link www.liverpoolmuseums.org.uk/mol/learning/resources

Museum highlights for your self-led visit

The Great Port

*Lion*, Liverpool to Manchester steam locomotive

Further activities include the Biscuit Shop role play area in which children can weigh and ‘sell’ biscuits, and a miniature crane interactive which demonstrates the lifting and loading of various goods at the dock.

Liverpool Overhead Railway

Children can look up at the carriage from the *ground floor* in The Great Port gallery, just as the people of Liverpool would have done when it was in place. Children can also dress up and sit in the carriage on the *first floor*, where there is a Brio model of the railway to play with. Here there is also a replica carriage in which to role play, and to consider the differences between first and third class carriages.
Global City

Children can dress up and pack a suitcase as if journeying from Shanghai to Liverpool or vice versa. They can marvel over the Bayko model of the Empire State Building and design their own plate using rubbings of Chinese ceramic designs.

Chinese Ceremonial Dragon chasing Pearl of Wisdom
History Detectives

Explore our Toy Timeline, find the animals which have escaped from Knowsley Park, and get 'hands on' with real archaeology!

The People’s Republic

Model of planned Catholic Cathedral by Sir Edwin Lutyens

Explore the cathedral that never was, sort giant buildings of the world from biggest to smallest, and match with their country's flag.

Use our ‘big book of the view’ to explore the view through the Museum’s amazing window with your group, or build the view using our soft play blocks.

Investigate our Dolls’ House and sort rich and poor people and furniture, before exploring the reconstruction of back to back court housing with Winnie the spider.
Wondrous Place

Punch and Judy

The Codman family entertained generations of Liverpool children with Punch and Judy shows.

Tent of Stories

The Tent of Stories is a magical place to relax and read stories, using our story props.

Sing it Again! Karaoke offers the opportunity to dress up and sing along to favourites such as Yellow Submarine.

Other activities include Boots Balls and Shirts in which young visitors can compare modern day footballs and football kits with those from the past.
Little Liverpool

A ‘must see’ for children six years and under, Little Liverpool includes a Liverpool themed water interactive known as ‘Liverpuddles’, in which children can sail boats, run dinky cars through ‘Mersey Tunnels’ and fish for pretend marine creatures. Pupils can create their own Merseyfriend to swim through a river on a plasma screen and use an interactive A to Z of objects from our collections. **A timed visit to Little Liverpool must be pre booked by groups.**
History Detectives

History Detectives is the principal showcase for Merseyside’s extensive archaeological collections, offering primary schools the chance to explore the long history of the region and demonstrating how objects from a broad range of collections contribute to our understanding of the city’s past, present and future.

The Wavertree Urns

These Bronze Age burial urns were discovered in Wavertree in 1867. Around three thousand years ago a person’s ashes were placed into the urn before it was buried ceremonially.

Letters Patent

On 28 August 1207 King John, eager to create a convenient port of embarkation to Ireland, issued this Letters Patent at Winchester inviting new settlers to come to Liverpool. Those who accepted were given certain privileges such as small parcels of land known as ‘burgages’.

Of particular interest to children is the Lost Buildings of Liverpool panorama, which features shaped building pieces of Liverpool Custom House and the Castle, for children to place on a map and a Toy Timeline narrated by Winnie the Spider.
Other

Trails: Liver Bird, Winnie the Spider and more

Use our trails to find out more about the objects in each of the galleries, with Winnie the Spider and the Liver Birds to help you navigate your visit!
Museum-led activities for your group

All group visits to the Museum of Liverpool are free. In our museum-led sessions, our staff run activities which are specially designed for early years children. We offer a wide range of topics and themes which are linked to the EYFS. You can find these on our learning sessions database: www.liverpoolmuseums.org.uk/learning
Explore Little Liverpool

Early years practitioners can pre-book Little Liverpool for their group’s exclusive use. The gallery is a Clore Learning Centre and has been designed for young children. The session is led by a member of the education team in a structured play session which includes water play in Liverpuddles river interactive, exploring an A to Z of objects from the collection and making connections with the view through the window.

Curriculum links: Communication, Language and Literacy, Personal and Social development, Knowledge and Understanding of the World

No of places: 50 maximum
Session length: 45 minutes

My Museum, my Liverpool

What is a museum and how can its special objects help us find out about people’s lives? Choose a favourite object and sing and dance on gallery.

Curriculum links: Communication, Language and Literacy, Personal and Social development, Knowledge and Understanding of the World.

No of places: 30 maximum
Session length: 60 minutes

Story boxes in a very Wondrous Place

Fun filled storytelling session in our Tent of Stories, using props, questioning and drama techniques.

Curriculum links: Communication, Language and Literacy, Personal and Social development

No of places: 30 maximum
Session length: 60 minutes

What can the Liver Bird see?

Explore Ben Johnson’s The Liverpool Cityscape painting by animating a giant cityscape playmat. Create noises and actions that the Liver Bird will see and hear, before exploring galleries to discover more people and transport.

Curriculum links: Communication, Language and Literacy, Personal and Social development, Knowledge and Understanding of the World

No of places: 30 maximum
Session length: 60 minutes
Planning a visit

Please note that all group visits must be booked in advance. Groups who arrive without a booking may be refused admission. We recommend that you visit the museum before bringing your group. To help plan visits we run regular after-school familiarisation Teachers’ View events. Please phone or visit our website for dates. Our bookings team will be able to advise you on all aspects of your visit, telephone 0151 478 4788 or e-mail: educationbookings@liverpoolmuseums.org.uk

Please have the following information ready:
• The date you wish to visit with alternatives if possible.
• The time of arrival and length of visit.
• The exact number in your group.
• The school/group telephone number, address and postcode.
• The name of the teacher/group leader in charge of the group.
• Whether you would like to book our group lunch facility and prayer room.
• Whether you have people using wheelchairs or with other special needs.
• What you would like your group to do during your visit.

Opening times
Open Monday - Sunday 10am-5pm
FREE ADMISSION to the museum

Museum of Liverpool
Mann Island
Liverpool
L3 1DG

Group Bookings: 0151 478 4788
Information Desk: 0151 478 4545
Facilities

Parking
Coaches may drop off groups at Mann Island, however coach parking is not permitted.

Access
The main entrance is at street level and there are lifts to all floors. Please inform us in advance if your group includes visitors with additional needs or access requirements so that we can discuss emergency evacuation procedures. All information points and multi media displays are at heights suitable for wheelchair users. All are fitted with induction loops and have push button access to a version, which displays subtitles and BSL.

Consideration has been given to offering visitors direct hands on access to as many objects as possible and this is enhanced by a touch tour, with a large hand symbol wherever visitors are specifically encouraged to handle an item.
In some areas of the Museum light levels are reduced in order to protect the objects from damage.

Toilets
Toilets are available on all floors. Lifts are available to all floors. There are two baby-changing facilities on the ground floor in The Waterfront Café and the Atrium. Please ensure you allow adequate time for your group to visit toilets on arrival if you have booked a staff-led session. If you arrive late we may not be able to run your session as this will affect later bookings.

Lockers
Lockers are located in the Atrium and take a refundable £1 coin. For groups, we have large tubs where you can leave your coats and lunches.

Shop
The Museum of Liverpool shop is situated next to the main entrance on the ground floor. Please organise your party into smaller groups with an adult to enter the shop.

Lunchroom
This must be booked in advance. Please contact bookings staff to discuss availability.

Seating
Seating is available in all galleries.

Prayer room
A multi denominational prayer room is available on Level 1. Please inform bookings staff at time of booking if this facility is required.

Confirmation of your booking
Bookings will be confirmed in writing via email, fax or post, please bring your confirmation letter with you on the day of your visit. Please note that when submitting a request via our website, this is not an online booking.
Emergency procedures

Medical emergency
If there is an emergency while you are in the building, contact a museum member of staff or report to the Information Desk in the Atrium.

Fire alarm
If the fire alarm sounds
• Lead your group quietly to the nearest fire exit. Uniformed staff will direct you.
• Do not stop to collect coats and bags.
• Do not use the lifts.
• There are safe refuge areas for wheelchair users at the exits from upper floors. Uniformed staff will advise you.
• Lead your group out to the muster group located at the front of the building.
• Do not re-enter the building for any reason.
• Staff will advise you when it is safe to return.

Child protection policy
National Museums Liverpool has a child protection policy in place.

Public liability
National Museums and Galleries on Merseyside have in place public liability insurance. Full details of the policy wording are available from our commercial insurance brokers S-Tech Insurance Services Ltd on 01223 324 233.

Operating name
Please note that the operating name of the National Museums and Galleries on Merseyside is National Museums Liverpool.

Risk assessment
While those in charge of groups visiting National Museums Liverpool take ultimate responsibility for the health and safety of their groups, we recognise our legal obligations to provide a healthy and safe environment for all visitors whether in public galleries, classrooms, lunchrooms or other spaces.

We have codes of practice and procedures for emergencies, first aid, incidents and accidents.

Under Section 3 of the Health and Safety at Work Act 1974 we are continually striving to make our museums safe places to visit. The Management of Health And Safety at Work Regulations 1999 (amended) imposes an obligation on us to make suitable and sufficient assessments of the risks to health and safety in National Museums Liverpool workplaces and visitor areas.
<table>
<thead>
<tr>
<th>HAZARD or IDENTIFIED RISK</th>
<th>RISK LEVEL</th>
<th>RISK CONTROL</th>
<th>OTHER ACTION</th>
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<tbody>
<tr>
<td>Access</td>
<td>Low</td>
<td>Museum of Liverpool is inspected by the Fire Safety Officer. We have to pass the inspection to remain open to the public. Emergency exits are clearly signed from all public areas. Procedures are in place to deal with emergencies.</td>
<td>The main entrance/exit is at ground level.</td>
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<tr>
<td>First aid</td>
<td>Low</td>
<td>Visitor Hosts and other appointed first aid staff have radios to call for first aid.</td>
<td></td>
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<tr>
<td>Child Protection: Isolated children could be vulnerable to the attentions of members of the public</td>
<td>Low</td>
<td>Advise all accompanying adults in advance that children and young people under 18 should not be left unaccompanied in the museum e.g. visiting toilets, shops etc. Visitor Assistants patrol all floors on a regular basis.</td>
<td>Anyone behaving suspiciously will be monitored and, if necessary, asked to leave. The police may be called.</td>
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<tr>
<td>Staircases: Trips and falls</td>
<td>Low - medium</td>
<td>Advise all accompanying adults in advance that children should walk (not run) up the steps and use handrails. Regular inspections by museum staff address maintenance issues.</td>
<td>Visitor Assistants have radios to call for first aid.</td>
</tr>
<tr>
<td>Doors: Groups rushing to the doors. Danger of minor accidents - bumps, trapped fingers. Risks to other visitors</td>
<td>Low - medium</td>
<td>Advise all accompanying adults in advance that children should walk in the museum. When going through doors one/two children or adults should hold them open until the group is through.</td>
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<tr>
<td>Fire evacuation via stairs: Trips and falls</td>
<td>Low - medium</td>
<td>Advise all accompanying adults in advance that all fire exits are clearly marked. If the alarm sounds: Walk quietly and use handrails on stairs. Do not use the lifts. Go via nearest exit to an assembly point directly opposite the Pilotage building. Uniformed Visitor Services staff will direct group. Do not stop to collect coats and bags. Check that the entire group is present. One adult should report to the Chief Fire Marshal that their group have all left the building. (The Chief Marshal will be standing in a prominent position directly opposite the Pilotage building wearing a bright yellow waistcoat labelled ; “Chief Fire Marshal”)</td>
<td>Fire procedures in place covering all floors of the museum. Regular fire drills/ weekly fire bell tests within the building. Emergency lighting in place within the museum. Visitor Assistants patrol all floors on a regular basis.</td>
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<tr>
<td>Lunchroom furniture: Trips and falls, Benches tipping over, bumping into tables or benches</td>
<td>Low - medium</td>
<td>Numbers in the lunchroom limited. Tables and benches have rounded corners. Cleaning equipment available to mop up minor spills: staff available to deal with major problems.</td>
<td>All groups using the area to book in advance.</td>
</tr>
<tr>
<td>Resources Trolleys for booked groups: Bumping into trolleys, trapping fingers in drawers or cupboard door</td>
<td>Low</td>
<td>Trolley has lockable castors and rounded corners. Pencils, clipboards and workbooks stored in the trolley for use only by booked groups with accompanying adults.</td>
<td></td>
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<tr>
<td>Children leaning over Atrium balustrades/ sitting on top of balustrade or rolling toy vehicles along the flat sloping sections of the balustrades. Falling items from balustrades onto persons directly below.</td>
<td>Medium plus</td>
<td>Children fully briefed by their group leaders /NML staff on dangers of irresponsible behaviour on balustrades. No toys to be taken on or rolled along the tops of balustrades. Group leaders to accept responsibility for the actions of their charges during the visit. Under no circumstances must children lean over the balustrades.</td>
<td>Group leaders continually monitor their groups while walking up /down the steps of the Atrium staircase. NML staff on regular patrols. Purchases of toys only made at the end of the visit.</td>
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Museum of Liverpool is supported by: