

OCTOBER HALF TERM

WHAT YOU NEED TO KNOW



Due to the COVID-19 pandemic, craft sessions at Braintree Museum will run differently during October half term. This is to ensure that we offer the safest possible visits for families, general visitors and museum staff. To find out what measures we have put in place, please see the information below:

BOOKING

Families will need to book tickets to our craft sessions in advance, as there will be a reduced numbers to ensure social distancing is maintained.

Tickets for each craft session will be available to book in person at the Museum or by calling 01376 328868.

The Museum and phone lines are open Tuesday to Saturday 10am - 4pm
Bookings for each craft session will close the day before at 4pm.

AVAILABILITY

There will be limited family tables available to book to comply with current social distancing guidelines and rules.

A maximum of six people (which includes 'bubbles' of different households) can book a table. This number includes adults as well as children.

Adults will need to accompany children at all times during the session.

The craft sessions are aimed at children aged 5 to 11 years old. Children below and above these ages can still attend and participate, however we cannot guarantee the craft activity provided will be suitable and they will be charged.

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ENTRANCE AND EXIT TO CRAFT SESSIONS

Craft sessions will be held in the Museum's Hall. Entrance to craft sessions will be via the outdoor entrance to the Hall not the Museum. A member of staff or signage will make this clear on the day.

Names and details will be checked by a member of staff upon entrance.

Please arrive up to fifteen minutes before the start of the session. Sessions will start promptly at the times stated.

There will be a one way route in and out of the craft session. This will be pointed out to you at the beginning of the session by a member of staff.

If you wish to visit the Museum after your session has finished, you can do so via the main entrance (shop).

CANCELLATIONS

Do not visit the museum if you or a family member have symptoms of COVID-19 or have tested positive in the last fourteen days.

If you or a family member develop symptoms after visiting the craft session, please call the Museum to implement the NHS test and trace.

If you are unable to attend your booking for what ever reason please notify the Museum as soon as possible.

The Museums reserves the rights to cancel the sessions at short notice due to the effects of responding COVID-19.

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SAFETY MEASURES

PPE

- Adults attending craft sessions are required to wear a face mask at all times unless exempt under government guidance.
- Children under the age of 11 are not required to wear a face mask during the session.
- Museum staff leading the session will be wearing a face shield.

SANITISING POINTS AND HANDWASHING

- Sanitising points are available for visitor use throughout the museum building.
- It is recommended that families wash their hands before and after the craft session. Toilets with handwashing facilities are available next to the hall. The museum is operating a one-in-one out policy in its toilets.

SOCIAL DISTANCING

- Families are required to maintain a 2 metre distance away from other groups and museum staff.
- Museum staff will introduce the craft session and aid children as much as possible whilst maintaining a 2 metre distance at all times.
- Museum staff will stay at the front of the hall throughout the entire session.

CLEANING REGIME

- At the beginning of the session, each child will receive an individual pack containing all the resources and equipment needed to complete the craft(s).
- To minimise the use of some museum resources, families may be required to bring in their own equipment if available. This will need to be taken home again at the end of the session. Any suggested equipment to be brought in will be outlined at point of booking.
- All tables and chairs will be cleaned thoroughly between each craft session.
- Any used museum equipment will be cleaned and/or quarantined for a minimum of 72 hours before being re-used by other families.
- Museum toilets will be cleaned daily as part of the museum's enhanced regime.

NHS TEST AND TRACE

- The museum will be taking contact details on booking to support NHS Test and Trace, as recommended by the UK Government's Department for Health and Social Care. Should a visitor refuse to give details, entry will not be permitted into the museum.