Information for learning group leaders



Melrose Abbey

01896 822 562

We look forward to welcoming your group. Please check for any closures before visiting: <u>historicenvironment.scot/melrose-abbey</u> <u>historicenvironment.scot/closures</u>

Health & Safety

It is the responsibility of learning group leaders to complete their own risk assessment prior to any visit with a group.

The hazard information provided **does not** replace a learning group leader's own risk assessment. We strongly recommend that you contact us to arrange a free planning visit.

Learning group leaders are responsible for their group members at all times.

Please check our website for the required supervision ratios: historicenvironment.scot/learn/staffing-ratios

Weather

The weather may affect the risks on the day. Please dress for the outdoors (including appropriate footwear).

Accessibility

Access information is on the property's page

Hazards

- Low doorways and/or passageways
- Moving traffic at drop off/pick up points
- Moving vehicles within visitor areas
- Road crossing may be required
- Slippery surfaces
- Uneven surfaces





Arrangements for group travel

There are four coach parking spaces in the car park opposite the Abbey.

Where to gather on arrival

The best place to gather is at the bottom of the steps once you're through the shop, or on the grassy area in the open nave of the Abbey.



Resources that can be provided

You can borrow children's quizzes, maps of the Abbey and audio guides. There are QR codes around the grounds. We have an Abbey themed handling box available for use. Please call us in advance of your visit to let us know what you'd like to borrow/use.



Space to leave bags

There is no bag storage.



Spaces for lunch, learning or additional support

The best outdoor spots to gather for lunch are any of our grassy areas. We have four picnic tables within the Abbey grounds that seat 4-6 people each. Across the road from the Abbey gift shop there are gardens and picnic tables near the greenhouse. Please note, none of these areas can be reserved as they are open to the public. We can't provide any additional seating or protection from wet grass.

We have no covered space available for lunch, learning or additional support for self-led visits.



Shop

We suggest only 20 learning group members visit the shop at one time due to the limited space. The shop is part of the entrance to the Abbey so we encourage visitors to look while on their way through.



Toilets

Toilets are at the east end of the abbey grounds. The nearest adapted toilet is on Abbey Street, 170m away.



Good to know

Most of our site is outdoors. The only indoor elements of your visit are the museum (in the Commendator's House), shop, toilets.