

CHICHESTER CATHEDRAL

SELF-GUIDED SCHOOL VISITS (Guidelines for group leaders)

You are very welcome to visit the Cathedral without booking a workshop or tour.

There is information about the role of the Cathedral, it's history and art on our website - www.chichestercathedral.org.uk.

Booking

- Teacher led self-guided visits don't require so much notice, but please let us know what you are planning so we can weave your visit around services and let you know if anything unexpected comes up, like funerals. These do happen – remember, we are a working church!
- It is wise to book in advance if you can, especially if you have a particular date in mind. If you are visiting at short notice, do contact us and we will always try to accommodate you.
- Unfortunately access to the Cathedral is very limited on Tuesdays so please avoid planning a visit on a Tuesday.
- You can email schools@chichestercathedral.org.uk to check dates and make a preliminary booking.
- You will receive an email confirmation.

Entry

- We do not charge for entry to the cathedral, as we believe this beautiful building should be available to all. Donations, however, are much needed and greatly appreciated.
- If you are including us on a programme of events, then please do contribute; not only does this support the ongoing maintenance of this historic building but it helps us to avoid admission charges too.
- We suggest a small donation of £2.00 per student, but do not ask for anything per adult as we encourage you to bring as many adults as are needed to adequately supervise the group. Payment may be made by cash, cheque (payable to the Dean and Chapter of Chichester Cathedral), or card.

Lunch

- In good weather you can use the South West lawn (this is just past the main West door to the Cathedral). Alternatively, there are stone bench seats in the cloisters that have been used by travellers since medieval times.

- You can book the Eastern Arm of the Cloisters (heated in winter) which will seat about seventy on stone and wooden benches, but it doesn't have any tables. If you would like to use the Eastern Arm, please let us know when you book the visit. This is free for schools who book workshops with us, otherwise there is a £20 fee. Sometimes we are unable to use it because of services going on just the other side of the door to the Cathedral or because it's in use for other events!

The Shop

- From June 2021 the shop will be located inside the Cathedral, in the Treasury.
- All visitors are welcome, especially children, however, please limit the numbers to 8 at a time, accompanied by an adult.
- Please make sure the children don't block the shop entrance.
- There are two doors to the shop and many schools operate a successful one-way system.

Toilets

- There are toilets in the Cloisters and also in the Cathedral (from July 2021).
- Please be aware that toilets are also used by the general public.

What is expected of the staff and parent helpers?

- The building can accommodate large groups but we ask that they are divided into smaller groups with staggered entry.
- Teachers and adult helpers should stay with their groups at all times since they remain responsible for the control and supervision of the groups at all times. We recommend the following staff: pupil ratios as recommended by OFSTED and the NSPCC.

Age Group Ratios**

0-2 years 1 adult : 3 children

2-3 years 1 adult: 4 children

4-8 years 1 adult : 6 children

9 – 12 years 1 adult : 8 children

13-18 years 1 adult : 10 children

**NB You should meet your school's supervision ratio depending on the age of the pupils and the nature of your visit.

Please remind children that the Cathedral is a living church and a place of prayer. Please be respectful of areas set aside for private prayer; guided tours will not enter these areas.

Please ensure children do not climb on tombs and monuments to take selfies.

The following documents are available in the Planning Your Visit section of the Education pages of the Cathedral's website www.chichestercathedral.org.uk

Chichester Cathedral's Guidelines for School Risk Assessments (PDF)

Chichester Cathedral's Public Liability Insurance Certificate 2021-2022 (PDF)

Guidelines for Adult Helpers on Education Visits to the Cathedral

Self-Guided Trails and Tours

There are a variety of trails we offer that you can use with your group for a self-led visit. For more details, please go to the Learning and Engagement pages of the Cathedral's website www.chichestercathedral.org.uk or contact the Schools and Families team at schools@chichestercathedral.org.uk

HAVE A GREAT DAY AND DON'T HESITATE TO ASK IF THERE IS ANYTHING WE CAN DO TO HELP!