

# Hints and Tips for Visiting Secondary Schools By Ingestre's very own Art Teacher Heather Higgins

- to make your Ingestre Experience easier for you!

## Before You Arrive

- **Plan what you're going to be doing with your students in the evenings** – have a few 'wet weather' plans in case you can't use the grounds, delegation is key; try to spread the tasks between your accompanying staff and play to their strengths – it doesn't need to be all Arts-based. Some suggestions are: quizzes, karaoke evenings, talent shows, man-hunts, or movie nights. We often find that 'free-flow' activities increase the rate of incidences as the lack of structure allows them a little too much 'freedom'
- **Make sure your students are aware of our strict Mobile Phone and Wifi Policy.** We do not allow the visiting children to have our wifi password, and strongly suggest that that you discourage the use of mobile devices at mealtimes. Most successful visits are ones where the students do not have access to their devices apart from early evening, and then have an 'amnesty' so that usage is shortened.
- **Tuck and food brought into the Hall.** We are well aware that not all children are great eaters and that many parents will provide a little extra food in their bags for if they're hungry... We ask that you request that check and are aware of what the students have brought with them; we have to be very mindful of allergies of all of the children in our care and that all of the food in the building adheres to our

strict nut-free policies, and to be aware that food in rooms may attract unwanted guests/pests. All students should be in the dining room at mealtimes as a group, and dismissed when their tables are set for the next meal (so that they are both supervised and safe).

### **While You're Here**

- **Students, as you know, need structure and reminders.** The best stays are often ones where the Staff get involved with the learning and learn too, we love it when you get as dirty as the children in the Art Studio! Remind them that they are ambassadors for your school; maybe have an awards ceremony at the end of the stay for those students who have made the most impact for effort, behaviour and being a credit to the school?
- **Start off in the way you want your week to continue.** At the beginning of your time with us, we suggest that a quick reminder that, although not on school premises, the standards of behaviour and respect usually expected at school should be maintained at Ingestre, too. A reminder doesn't hurt and may set your week off to a good start with regard to expectation.
- **Be mindful of the stairs here at Ingestre Hall;** there are lots, students do like to jump down the last few! We'd like to make sure your students go home in one piece, please help them to use each step and be safe when coming downstairs.
- **Get outside and get active!** We have plenty of Outdoor Sports Equipment in the Visiting Staff Room cupboards – it's all labelled up and ready to be used; torches for night walks, parachutes for games and all manner of activities to help fill your evenings and long lunchtime breaks. Please use them and let us know if there are things you think we should have that we don't!
- **Being 'Present'.** We appreciate that it is lovely to be away from school and that being here can be a little more relaxed than being at school, but please be aware that you

are all required to be on site at all times, day and night, should your pupils, (or our Staff) need your support. At Break-times, as our grounds are so extensive, we suggest that you have at least one member of staff outside, as a first port of call for any emergencies.

- **Have a bedtime plan.** In order that all of your students are supervised at all times, please ensure that all students are upstairs and not wandering around the building getting drinks or going back into the Great Hall to play pool! Depending on the age of your cohort, one thing we do suggest is that you all go up to prepare for bedtime together and once upstairs, students should stay there.
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- **Our Staff are always willing to help and always available for a chat.** If you haven't been to Ingestre before and you're not sure, or even if you don't have your own children and you don't know when to send them to bed, we have tons of experience, so please just ask us.