

# Wandsworth Heritage Service

## Education and Outreach Policy

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### 1 Introduction

Wandsworth Heritage Service is committed to developing a sustainable programme of outreach and educational activity, including making full use of ICT developments to enable new users to access our collections and professional expertise. This programme will be responsive changes to the National Curriculum, the growing demand for lifelong learning, policies to achieve social inclusion and the needs of our users, both current and potential.

### 2 Definitions

- 2.1 **Learning** involves both formal and informal activities that facilitate the development of knowledge, understanding and skills; changed attitudes, values and behaviour; and enjoyment, personal fulfilment and progression.
- 2.2 **Outreach** encompasses a variety of learning activities that seek to promote archives and widen access to users and potential users within the community.

### 3 Aims and objectives

- 3.1 Our aims are to:
- provide quality learning opportunities across all age groups
  - promote the study and awareness of the Borough, its culture and history
  - offer a choice in learning and outreach opportunities to suit different learning styles and user needs
  - promote greater awareness of the nature and role of the archives and local studies collections
  - provide advice and guidance on the educational use of the collections to both teachers and students of all ages
  - improve access to the collections through the creation and use of both published material and on-line guides, catalogues and images
  - develop partnerships which enhance the implementation of our aims and objectives
  - broaden the user base

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- 3.2 Our main objectives to meet these aims will be to:
- ensure the principles of *Inspiring Learning For All* are considered in all planning processes
  - produce a range of heritage help sheets both in print and in digital formats
  - increase access to sources via the internet in conjunction with other archives services
  - provide advice and support, both formal and informal, for education professionals and others engaged in teaching and learning
  - devise and implement a programme of outreach visits to schools, colleges and other centres
  - provide students at local secondary schools, colleges and universities with opportunities for work experience in preparation for their future careers.
  - mount regular exhibitions and other events with libraries, museums and other archives

## 4 Methods of delivery

The ways in which the Service will put these various objectives into practice will include:

- Regularly updating the Heritage website with useful information about the Service's activities and its collections
- Continuing to make resources available on the internet and by seeking new digitisation projects
- Producing resource packs for schools on National Curriculum topics
- Working with the Borough's history co-ordinators for primary and secondary schools to devise a programme of historical activities for school age students
- Working with Libraries, local and family history societies and other local community groups to put on regular activities and exhibitions

## 5 Monitoring and evaluation

Wandsworth Heritage Service education services and activities will be monitored and evaluated in the following ways:

- Recording class visits / group visits
- Recording contacts with individual schools, colleges and local groups
- Recording number of hits on Heritage website
- Recording feedback (e.g. letters/emails)

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- Evaluating success of group visits by questionnaire or informal feedback
- Evaluating success of resource packs by informal feedback

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