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Welcome to Seaton Delaval Hall!

With 300 years of capers, catastrophes and colourful characters, Seaton Delaval Hall is a venue for learning unlike many others. An architectural masterpiece, it's an 18th century party house; a fire ruin; a soldier's barrack; a prisoner of war camp, a family home and a local landmark: the learning opportunities are endless! On top of that, our grounds and gardens are a place of beauty, industry and the best of British wildlife.

In this document, there is further information about planning and booking your visit, getting to site, access, risk assessments and our emergency procedures.

If you have any other questions after reading, please contact us at sdhlearning@nationaltrust.org.uk or by calling 0191 237 9100.

Booking

Do I need to pre-book my visit?

If your group is less than 15 students and completely led by you, you are welcome to visit as often as you like without booking. Please just go through Visitor Welcome in the main car park.

For visits over 15 students or visits where you would like activities run by National Trust staff, please contact us to book. **Without a confirmed booking, we will not be able to accommodate your group on site on your chosen visit day and we will have to turn you away.**

Who do I book my visit with?

Visits are booked through our learning inbox, sdhlearning@nationaltrust.org.uk

How far in advance can I book my visit?

As soon as you have a date, let us know! We are more than happy to book visits up to summer term of the next academic year. We ask for four weeks' notice for facilitated school visits, and two weeks' notice for self-led visits. **Please be aware that visits book up quickly, especially for dates towards the end of the summer term and we recommend booking well in advance.**

Planning your visit

Familiarisation visits: We highly recommend booking a free familiarisation visit if this is your first time leading a visit on site, as it will supplement the information in this booklet. This must be booked ahead at sdhlearning@nationaltrust.org.uk.

When can I book my visit for?

In the autumn and spring terms, we accept visit bookings on **Wednesdays, Thursdays and Fridays**. The grounds and Stables open at 10am, and close at 4pm; buildings open at 11am and close at 3:30pm. You're welcome to be here for as much or as little of that as you like!

In the summer term, we accept visit booking on **Wednesdays and Thursdays**. The grounds and Stables open at 10am and close at 5pm; buildings open at 11am and close at 4:30pm.

How many students can come on one visit?

For the 2024/2025 academic year, we can facilitate for groups of up to 60 students.

Unfortunately, we don't currently have the facilities to safely accommodate larger groups. If you have a larger group, we'd be more than happy to welcome you over multiple days.

Staff/pupil ratios:

Our minimum is a ratio of at least 1:8 for primary and 1:15 for secondary. Any 1:1 supervision is in addition to this.

What activities are available? Are all visits self-led?

Information about our most popular workshops can be found on our website. More detail can be given on request. Visits can be self-led, led by National Trust staff, or a mix of both.

What is the cost of a school visit to the Hall?

For schools without Education Group Access Passes, standard admission would apply – this can be found on our website.

Education Group Access Passes, the National Trust's school membership option, are £62 for unlimited visits in a year at any of our 500+ places. Education Group Access Pass schools do not have to pay admission for students or staff per visit.

There are no additional charges for workshops; they are free with your admission. Bespoke activities may incur a charge, but this will be discussed beforehand.

It's raining/snowing/windy on our visit day, what can we do?

We try and always have an emergency wet timetable prepared for your visit and are happy to provide this in advance. However, we do not have a large enough indoor lunch space to accommodate 60 students. If you're bringing a large group to site, we recommend avoiding winter bookings to increase the chance that the weather will be suitable for your visit.

We've booked but are now no longer able to visit, how do I cancel?

If for any reason you need to cancel, please let us know as early as possible via phone or email. If the reason is beyond your control, and you wish to rebook, we'll give you first choice on any alternative dates, subject to availability.

Cancellation

Due to the nature of the estate, we reserve the right to cancel a booking on the day due to inclement weather or a dangerous occurrence (strong winds, freezing temperatures, heavy snow etc.). Seaton Delaval Hall can be a harsh and unsafe environment in these conditions and this decision would not be taken lightly, but if chosen would be for the safety of everyone on site. We would make every effort to reschedule where possible.

Activities

Do you just offer the workshops on the website?

No! We offer set workshops but are also more than happy to run other activities that we have or bespoke options for you and your class. We're more than happy to build unique visit timetables for you – just ask!

We're currently learning about X in class, can you do something about that?

We're keen to include as many curriculum ties as possible, so your students can take their experience at the hall straight back to their classroom. Let us know what your students are studying, and we'll tie your visit timetable to that learning as closely as we can. We're also always open to suggestions of themes/workshops you might like to see, if we don't cater to subjects already.

I want to run my own lesson plans at the Hall/I want activities we can run on our own, is that available?

Of course! We're more than happy for you to use your own resources or our self-led activity sheets. Please enquire if you would like to see the options.

We can't/don't want to come to site, can you offer workshops in the classroom?

We can bring some of our workshops into the classroom. Ask for more details.

Facilities

Where can we have lunch?

We have indoor lunch spaces in the Potting Sheds (up to 14 students) and the East Wing Stables Workshop (up to 20 students). Lunch space outdoors is focused in the Secret Garden, which can seat up to 60 students. All three options are within a minute's walk to unisex and accessible toilets. Tents are available to give students some cover outdoors.

Is there storage for bags?

We can store bags and coats in the Stables Workshop and in the Secret Garden. All items are left at your own risk.

I have a question you haven't answered

Please contact us through our learning email – sdhlearning@nationaltrust.org.uk.

Arriving by Coach?

The coach drop-off point is at the main steps at the front of the hall. Whichever way you are coming from, enter through the front gates and continue to drive up to the courtyard, then circle around the statue of David and Goliath, parking by the front steps. You will be greeted by a member of the learning team there.



The gate is 3.19m wide, so almost all coaches will fit through the gate easily. If the coach is staying, they will not be able to park in the courtyard and will need to head out of the gates. If the coach turns left, there is a parking layby on the bend of the road.

If drop off in the Central Courtyard doesn't work for your group, please ask your driver to park in the layby and call the office on 0191 237 9100. A member of the Learning Team will come and meet your group through a back gate so you don't have to walk along a busy road.

The coach can meet you back at the steps at the end of the day.

Arriving by Public Transport or Walking?

The Hall is well situated for those who want to travel by public transport or walk part of the way to site for their visit.

Some of our schools have found contacting the transport operators ahead of their journey beneficial to advise of their journey and received support in the form of additional service buses to accommodate large groups of children.

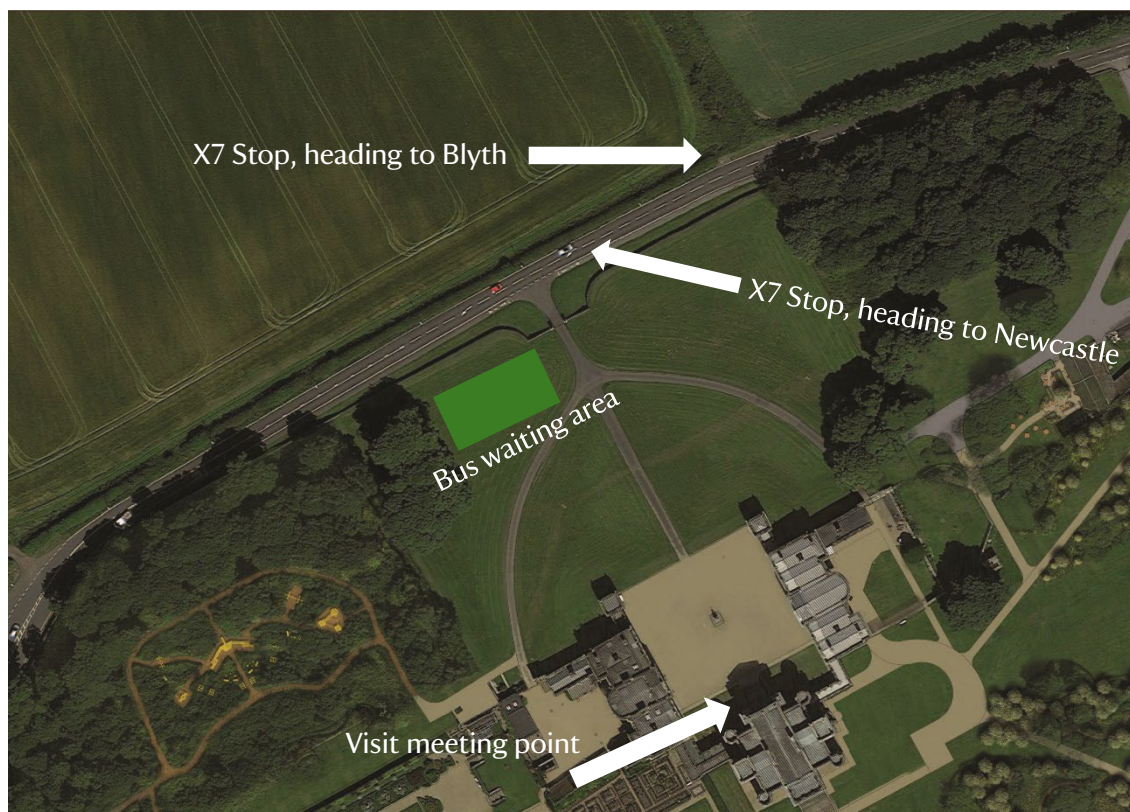
TRAIN:

Seaton Delaval Hall's nearest train station is Seaton Delaval, on the Northumberland Line. There is a bus stop immediately outside the station, which links with the X7 bus; details below below. Service operated by Northern Rail.

BUS:

We are well served by the X7 Newcastle to Blyth route, as well as being within 10 minutes walking distance of the 308 and 309 routes.

For the X7: The X7 stops right outside of Seaton Delaval Hall's main gates on The Avenue. Service operated by Arriva.



The Blyth – Newcastle stop is on the same side of the Hall as the road. If you're travelling on the Newcastle – Blyth route, the stop to disembark from is on the other side of The

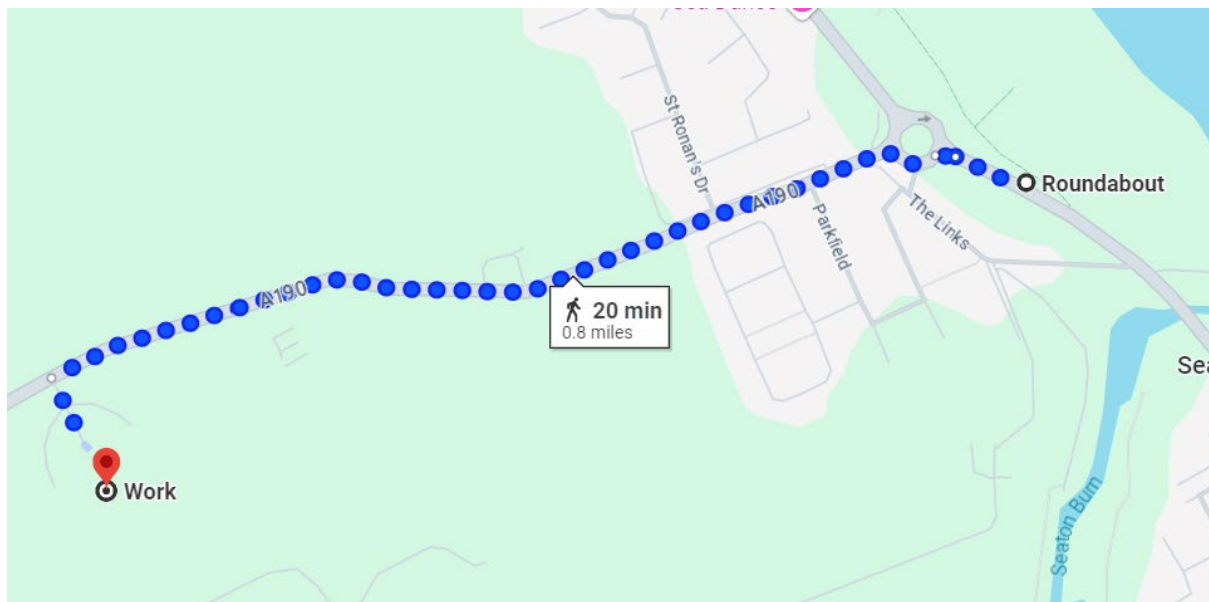
Avenue so you will have to cross the road. This is a fast-moving road. If you would like assistance managing traffic, let us know and we can meet your group at the stop.

When you arrive, head straight down the main drive into the North Courtyard – head straight as if you were going to walk in the front door, and a member of the Learning Team will meet you at the front steps for the start of your visit.

If you are early, we'd appreciate it if you could remain in the courtyard until you are collected by a Learning Team member.

When waiting for your X7 bus back to school, it is important to note that the stops on both sides will not accommodate a full class of students. You are free to use the quadrants of grass by the gate to wait for your bus, but we must request that students are not allowed to run around or enter the drives as these are roads for cars accessing the site and all three are used at all times.

For the Arriva 308 or Go Northeast 309: The stop for the 308 and 309 is a 15 to 20 minute walk away from the Hall.



The entire walk is pathed, therefore accessible, but the path is on a slight slope which some students (especially younger students) may find difficult. The path does narrow closer to the Hall, but students should still be able to walk at least single file along the path the entire time.

The 308 & 309 is a more frequent service than the X7, so may suit your visit times better.

The Avenue Road can be busy at times, and often has farm traffic going along and turning off the road into the surrounding fields.

If you are planning on walking to the 308/309 stop, we would highly recommend you walking the route before your visit for your risk assessment.

When you arrive, head straight down the main drive into the North Courtyard – head straight as if you were going to walk in the front door, and a member of the Learning Team will meet you at the front steps for the start of your visit.

If you are early, we'd appreciate it if you could remain in the courtyard until you are collected by a Learning Team member.

For those walking to site: The Avenue has well surfaced paths the entire length of the road, so should be safe for students to use. There is a pedestrian crossing halfway up The Avenue as well, which we recommend using if you are travelling from Seaton Delaval down to the Hall.

If you are planning on walking to the Hall, we would highly recommend you walking the route before your visit for your risk assessment.

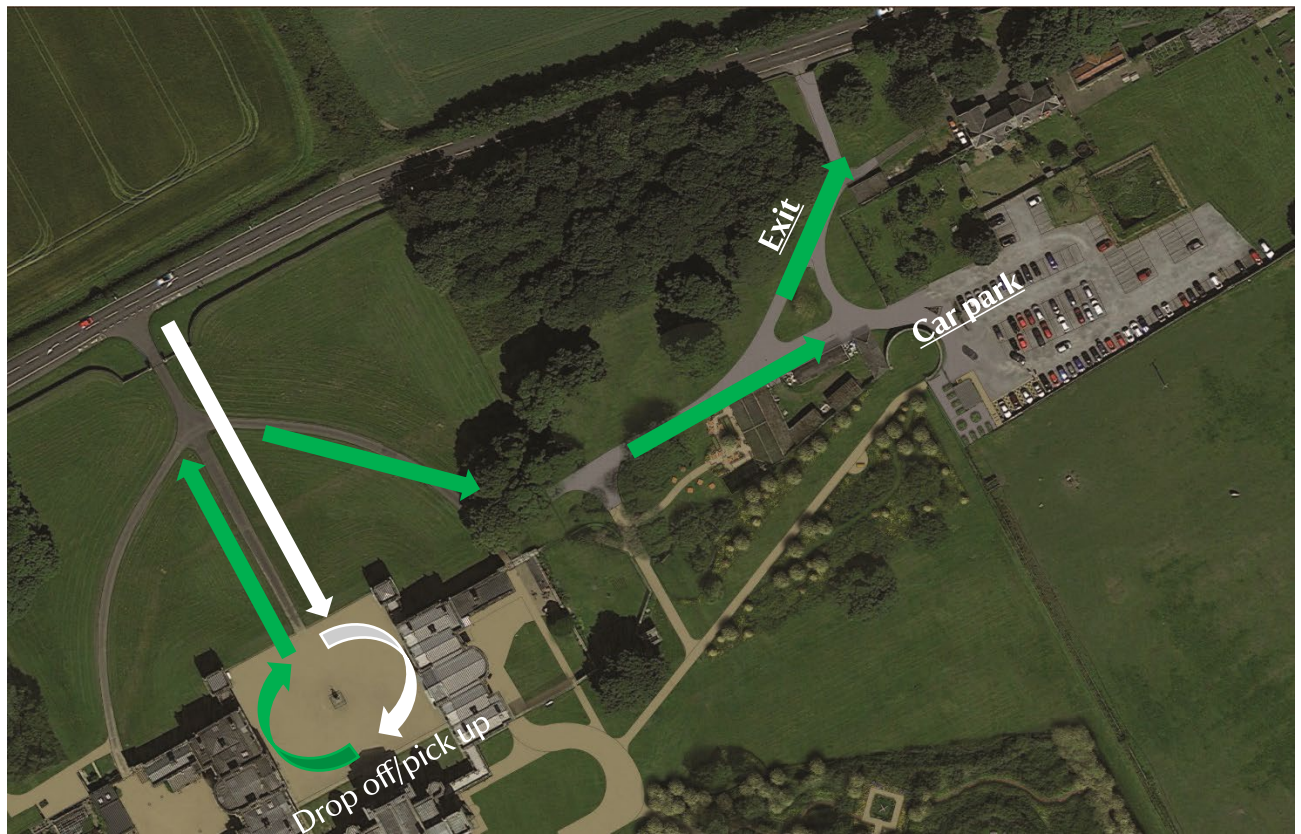
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If you are early, we'd appreciate it if you could remain in the courtyard until you are collected by a Learning Team member.

Arriving by Minibus?

We currently do not have specific minibus parking, but we can accommodate minibuses in our normal visitor car park. If it is possible to keep your group in ratio and do so, we would ask groups to drop their students and teachers off in the Main Courtyard before driving the minibus to the carpark and parking the vehicle there. To pick up students, we would ask you do a similar thing – collection from the Main Courtyard, then following the site's signposted exit route.

Please contact us in advance if you will need to be greeted at Visitor Welcome or the carpark.



Access

Seaton Delaval Hall is a mostly accessible site, but with the nature of the building there are some spaces where there is still stepped access, such as the Central Hall and the upstairs of the West Wing.

The gardens have a network of accessible paths that mean all outdoor spaces can be accessed in some capacity. The only exception is the Community Kitchen Garden, which is across our gravel carpark.

As of the 2024/2025 academic year, **before your visit** we can offer:

- [360° virtual tour of the Hall and Grounds](#), accessible in the home/classroom. If using a printed copy of this document, please visit nationaltrust.org.uk/seatondelavalhall. Choose the drop down 'accessibility' tab and from there choose 'Virtual Tour'.
- A visual story, in either Word or PDF format. This can be our general visual story, or customised to include the workshop your students will be participating in.
- A traffic light sensory map for the Hall's interiors.
- Pre-trip familiarisation visit/work is also available on request.
- Our access statement. You can also find detailed Accessible guides on our website at nationaltrust.org.uk/seatondelavalhall. Choose the drop down 'accessibility' tab and you will see a link to AccessAble's website immediately below.

As of the 2024/2025 academic year, **during your visit** we can offer:

- A visual story, in either Word or PDF format. This can be our general visual story, or customised to include the workshop your students will be participating in.
- A traffic light sensory map for the Hall's interiors
- Fidget or sensory toys
- Sensory bags
- Ear defenders
- 'Tramper' Mobility Scooters for outdoor sessions for over 16s (booking required with at least one week's notice)
- Manual wheelchairs for indoor and outdoor usage (booking required with at least one week's notice)
- Audio Description, for those with visual impairments (one week's notice required)
- BSL interpretation, on request (booking required with at least four weeks' notice. Additional charge applies)
- Accessible toilets & a Space to Change with a hoist and harness
- Braille map
- Large print map
- Makaton supported maps, activities and worksheets (one week's notice required)

Hazard Identification

We have produced this Hazard Identification document to help you prepare a Risk Assessment to suit your group's individual needs.

In addition to completing and returning booking forms to confirm you visits and familiarising yourself with the essential information, education groups are responsible for:

- Completing your own Risk Assessment.
- Ensuring the adult:child ratio is sufficient to provide adequate supervision.
- Providing a first aider equipped to deal with the needs of you group.
- Ensuring that the school has public liability insurance of £5,000,000.

Please let us know at the time of booking whether anyone in your group has a medical condition or additional needs that we should be aware of.

During your visit, if the fire alarm sounds, evacuate the building. Meeting point is on the South Lawn, at the front of the Central Hall. You can take a register here to ensure all children and adult helpers are present, please advise a member of staff if there is an accident or emergency, or if an individual becomes separated from the group.

NOTE: If your group is planning on engaging in any activities involving fire pits as part of a workshop, we have a separate risk assessment for this work. Feel more than free to ask us, and we can provide you a copy of this risk assessment straight away.

Pre-trip visit

If this is the first time the leader is bringing a group to Seaton Delaval Hall, a pre-trip visit is recommended and should be organised with the learning team in advance of your visit.

Possible Hazard	Control of Risk
Moving vehicles on access roads and car park.	Speed limit signs in place, supervise children in approved adult:child ratio.
Slip, trips and falls.	<p>Warn group of the dangers.</p> <p>Take care on slopes, steps and historic floors.</p> <p>Remind children that paths may be uneven, and surfaces can be slippery, particularly in wet weather.</p> <p>Warn of changing light levels inside historic buildings. Supervise children in approved adult: child ratios.</p>

High and unprotected drops: Including bastions, central hall portico and ha-ha (perimeter) walls.	Warn group of dangers. Supervise children in approved adult:child ratio.
Fall into ponds (walled garden or privy garden.)	Warn group of dangers of water. Supervise children in approved adult:child ratio.
Outdoors: Contacts with Allergens	Teaching staff to bring required medication such as inhalers or EpiPens for children with known allergies. Advise NT of individuals with severe allergies at time of booking and on arrival. Advise groups of increased occurrences of hay fever symptoms during days with high pollen count.
Outdoors: Scratches from thorns	Cover open cuts with plasters. Wear protective gloves for activities if open wounds on hands.
Insect bites/stings/ticks	Wear protective gloves for activities if open wounds on hands. Wash hands after activities and handling any outdoor materials.
Poisoning from plants/fungi Soil/water borne diseases Contact with bird/animal faeces	Wash hands after activities and handling any outdoor materials. Supervise children in approved adult:child ration during activities. You may encounter bird and animal faeces, warn your pupils. Locate nearest handwash.
Weather exposure	Children to wear suitable clothing for outdoor activities. Ensure parents are aware visit is outdoors, to check forecast and send children dressed appropriately with change of shoes.
Fire	In the event of a fire in the building, the alarm with sound. You should escort your

	pupils out of the building as directed by staff. Your group leader should then co-ordinate register of pupils.
Groups or individuals getting lost	Ensure adequate adult supervision. Report to nearest staff member to co-ordinate lost child procedure (included in this document, below)
Incident requiring First Aid	You are advised to carry your own First Aid Kit. Report to nearest staff member. NT has first aid kits in Central Hall, and Visitor Welcome.

Emergency Procedures

Lost Child protocol

Situation 1: A child has lost their group.

If a child has lost their group, they should tell a National Trust staff member or volunteer who are identifiable by their lanyards or badges. The best place to find one is in the Central Hall which is the room with the black and white floor and silver ball.

The National Trust staff will then radio the Duty Manager who will contact the school's group leader to notify them of where to be reunited with the child.

Situation 2: A group has lost a child.

Report to a National Trust staff member of staff or volunteer who will radio for the Duty Manager. They will then come to take a full description of the child, before co-ordinating the National Trust site team to perform a site wide search. The Duty Manager will remain with the group leader to liaise throughout the search until the child is found and will then co-ordinate a meet up point and reunite the child with the group/group leader.

Please note: This is an overview of our procedure for external awareness. The full procedure that the National Trust team is far more detailed to ensure appropriate safeguarding is maintained and for a swift resolution to the incident.

First Aid

There are a number of trained First Aiders on site. In the event of requiring one, speak to any members of the staff or volunteer team and they will radio for a First Aider to come and meet with you. Any children receiving first aid must be accompanied by a member of school staff at all times.

In the Event of a Fire

We don't have any drills planned for during usual open hours, so unless told otherwise you should not hear a fire alarm. If you hear the alarm, please evacuate the buildings and gardens as quickly and safely as possible and meet with the rest of your group on the South Lawn or in the North Courtyard. Remain here until a member of the Learning team (or another staff member) meets with you to confirm that it is safe to return inside.

Sample timetable:

Time	Group One	Location	Group Two	Location
10:00—10:30	Welcome onto site Depositing bags & time for toilet breaks before activities start	North Courtyard Secret Garden	Welcome onto site Depositing bags & time for toilet breaks before activities start	North Courtyard Secret Garden
10:30—11:45	Young Gardeners	Community Kitchen Gardens	Time to explore!	Grounds and Gardens
11:45—12:30	Lunch	South Lawn	Lunch	South Lawn
12:30—1:45	Time to explore!	Grounds and Gardens	Young Gardeners	Community Kitchen Gardens
1:45—2:00	Group regathers and prepares for coach to school.	Secret Garden, North Courtyard	Group regathers and prepares for coach to school	Secret Garden, North Courtyard

