

All group visits must be pre-booked. For busy times of the school year advance booking of 2-3 months is advisable.

The Museum is normally open to the public from 12 - 5pm Tuesday to Sunday, but educational visits can take place on any weekday between 9am-5pm, including Mondays. Facilitated visits are subject to the availability of a member of the learning team.

How to book

Contact us using the appropriate contact details from below. Email correspondence is preferred.

We will reply to all enquiries as soon as possible and normally within five working days.

Once we have found a suitable date we will make a provisional booking and send you a booking form to complete.

Your booking will be confirmed once we receive your completed booking form. We will send a booking confirmation by email and an invoice will be sent from the University within 30 days of your visit.

PLEASE NOTE: If you cancel more than 28 days before the date of your visit you will receive a full refund. If you cancel less than 28 days before the date of your visit you will be invoiced for the full amount.

Primary bookings:

Email primary@mhs.ox.ac.uk (preferable) or telephone 01865 277297. Primary sessions can usually be booked for Mondays and Wednesdays, although with notice it may be possible to accommodate other requirements.

Secondary and post-16 bookings:

Email secondary+post16@mhs.ox.ac.uk (preferable) or telephone 01865 277297. Secondary and post-16 sessions can usually be booked for Wednesdays, Thursdays, and Fridays.

Charges

Oxford University Museums charge for facilitated educational sessions. The income realised helps sustain the Museums' award winning schools' service.

Session	Max Numbers	Charge
Primary school workshops (KS1/2) facilitated by a member of the learning team	32	£100
Secondary school workshops (KS3/4/5) facilitated by a member of the learning team	30	£100
Bespoke sessions including school programmes (full day, selection of workshops, extended projects)	Flexible	Contact us
Introduction to the museum for secondary Art groups (20 minutes)	30	£35
Introduction to the museum for other secondary groups (20 minutes)	30	£35

Session	Max Numbers	Charge
Self-guided groups	30	Free (but must book)

VAT is not normally applicable.

Exemptions apply to state funded special educational needs schools/units, schools visiting as part of the University's access programme, and groups from higher education courses that are supported by HEFCE funding.

Useful documents to help you plan your visit

- [General risk assessment for schools visits](#)
- [Code of conduct for group visits](#)
- [Museum guide and floor plan](#)
- [Child and Adults at Risk Protection Policy](#)

Supervision

Normally we recommend a staffing ratio of at least 1 adult to 10 children.

Numbers

The number of students that can be accommodated in a single visit will depend on the nature of the activity. This may vary between 25-50 students. Please direct enquiries to the relevant member of the learning team.

Toilets and Cloakroom

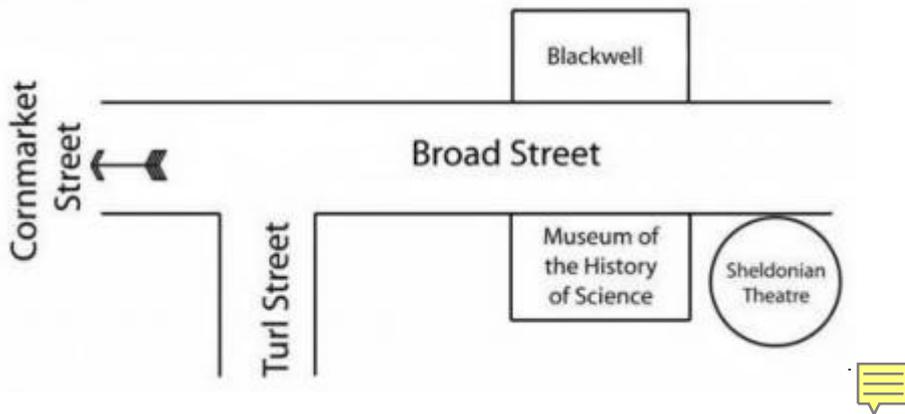
The Museum has toilets that are available for use by school groups although facilities are limited, so group leaders are advised to plan accordingly. Please note that there is no lockable storage for bags and coats although personal belongings can be left in designated areas at the owner's risk.

Disabled Access

Unfortunately, due to the age and configuration of the building, the Museum has limited wheelchair access. Please speak to a member of the learning team for details if you require disabled access.

Parking and Coaches

The Museum is unable to provide parking facilities for visitors. Coaches are able to drop-off and pick-up in Broad Street or in nearby Parks Road opposite the Oxford University Museum of Natural History from which the Museum is a short walk. Parking for coaches and minibuses is available at the city's [Redbridge Park and Ride](#).



Broad Street Museum location map

Lunch

We have no regular lunch facilities at the Museum although occasionally it may be possible to book the education room for this purpose which has a maximum capacity of 25. In fine weather lunch can be eaten in the University Parks which is a short walk away, or on the lawn outside the Museum of Natural History on Parks Road. No eating or drinking is allowed in the Museum.

Alternatively, you may wish to enquire at one of the following possible lunch venues which are all nearby and available at very reasonable rates:

- Wesley Memorial Hall, New Inn Hall Street, Oxford OX1 2DH.
Tel. 01865 243216
Email: churchoffice@wesleymem.org.uk - can accomodate 60-70 pupils
- St. Michael at Northgate, Cornmarket Street, Oxford OX1 3EY.
Tel. 01865 240940 - 50-60 pupils
- New Road Baptist Hall, New Road Baptist Church, Bonn Square, Oxford OX1 1LQ.
Tel. 01865 798235 - 50-60 pupils

Shop

The museum shop is situated in the entrance gallery and open during normal museum opening hours.

Child Protection

In common with all the University museums, the Museum operates a child and adults at risk protection policy.

Please see documents listed above for further information about this policy.

Combined visits across the Oxford University Museums and Collections

You may wish to consider combining your visit to the Museum of the History of Science with a visit to one or more of the other Oxford University museums and collections. A list of the University's museums and collections and links to their learning programmes can be found at

<http://www.museums.ox.ac.uk>