

MUSEUM OF THE HISTORY OF SCIENCE
BROAD STREET, OXFORD OX1 3AZ

INFORMATION FOR GROUP LEADERS OF FOREIGN
LANGUAGE STUDENT GROUPS

You are welcome to visit our Museum which is housed in the oldest building designed as a museum in the world, and which houses a unique collection of scientific instruments.

Entry is free of charge. We hope you and your students enjoy your visit.

Please note the following conditions of entry to the Museum:

Bookings

- We can only guarantee entry to the Museum to groups which have pre-booked.
- You are therefore strongly advised to book your visit well in advance. Bookings may be made by phone (01865-277280), fax (01865-277288) or email (bookings@mhs.ox.ac.uk).
- Group bookings are timed at half hour intervals.
- Groups which have not pre-booked may be refused entry to the Museum.
- Groups which have pre-booked but arrive late at the Museum may also be turned away.
- If there are any spaces in the group bookings' schedule, groups which are turned away may be given a time when they can return to the Museum later in the day by the person on duty at the front desk.
- This is an old building with restricted floor space. Groups must be limited to 15 people or less. Larger groups should be divided into smaller groups.
- All groups of children or young people must be accompanied by a responsible adult leader.

- The Museum is open to visitors Tuesday to Friday, 12 noon-5.00 pm, Saturday 10.00 am-5.00 pm and Sunday 2.00-5.00 pm.

Your visit

- Please report to the reception desk by the front door before bringing your group into the Museum. Leaders may be asked to wear an identifying sticker while on the premises.
- Groups which attempt to get round our booking rules will be refused entry or will be asked to leave the premises. For example, splitting a group into ones and twos and encouraging the students to enter the Museum individually is unacceptable. Visits by unaccompanied minors to this Museum are rare and are monitored by our staff.
- Please note that there is no space outside the Museum where groups can wait for their allotted time of entry. Please wait elsewhere to avoid blocking the pavement or the front steps.
- Please note also that this Museum does not have public toilet facilities and we regret that currently we are also unable to provide disabled access.
- Trails suitable for use by foreign language students are available on our web site at <http://www.mhs.ox.ac.uk/education/efl/>. Please print copies of these trails for your students before your visit as we regret we are unable to provide paper copies.
- Gallery staff have a duty to protect the collections and to make sure that all visitors have a safe and enjoyable visit. Staff are asked to ensure that visitors do not eat or drink on the premises. Please do not touch the objects on display. Backpacks should be carried by hand or on the front of the body. Photography is allowed but (for conservation reasons) flash photography is forbidden. You are asked to make your mobile phone calls outside the building.
- Staff have the authority to ask groups to leave the premises if they are concerned about their behaviour or if they appear to be interfering with other visitors' enjoyment of the Museum. Staff may also ask groups to leave if they need to make space for another pre-booked group to enter the Museum. We regret we do not have enough space to accommodate groups who want a dry place where they can sit down and chat rather than look at the gallery displays.