



Wren's Nest National Nature Reserve Educational Visit and Group Booking Form



Name of group organiser	
Name of Organisation	
Address	
Postcode	
Local Authority (Schools)	
Telephone/mobile number	
Email Address	
Date of Visit	
Estimated Time of Arrival	
Estimated Time of Departure (allow 2 ½ hours)	
Year Group (if School, College or University)	
Is you visit....	Warden-led guided tour required or Independent visit
If Warden led, please select 2 hour programme required:	Rocks and Fossils Limestone habitats Industrial History General/Mixed
Has your group visited Wrens Nest NNR previously?	YES <u>or</u> NO
Number in Group (maximum 30)	Adults Children
No. Of teachers/supervisors	
Do any of your group have any additional needs, disabilities of Medical Conditions	

(Please note: **There are NO indoor facilities for school parties or groups at the nature reserve. The visit will be conducted entirely out-of-doors.** We make arrangements for each group to use the Toilets and hand-washing facilities at the Mons Hill College. It is for this reason that numbers are restricted to **30 or one class at a time** and visits last no more than 2 ½ hours . Whole day visits can unfortunately not be accommodated. Apologies for any inconvenience this causes).

I have read and agree to the Terms and Conditions

SIGNED..... (TEACHER/ORGANISER)

Visitors to the site do so entirely at their own risk. Neither Dudley Metropolitan Borough Council, Natural England nor any of its employees, agents or voluntary guides accept responsibility for any loss, damage or injury to property or, in the absence of negligence, to persons.



TERMS AND CONDITIONS FOR SCHOOL AND GROUP VISITS

Dudley MBC's nature reserves are managed sites of public open space and as such are used by the local community for play and informal leisure. Visitors to the sites do so entirely at their own risk. Neither Dudley Metropolitan Borough Council, Natural England nor any of its employees, agents or voluntary guides accept responsibility for any loss, damage or injury to property or, in the absence of negligence, to persons.

The following notes set out our standards for ensuring that groups visiting our sites receive the level of supervision necessary for their safety and for a valuable learning experience.

It must be stressed that the **discipline and the behaviour of the pupils are the responsibility of the teacher, assistants or group organisers, not the site wardens.**

PUPIL TO ADULT RATIOS

Waterside Activities

A "normal" class (no more than 35 pupils) will usually be divided into two groups, each to be supervised by a teacher or adult helper provided by the school.

A ratio of **10:1 (pupil:adult) must not be exceeded** (for activities such as pond-dipping)

Normal Activities

A ratio of **15:1 (pupil:adult) must not be exceeded**, so a "normal" class will be supervised by two teachers/ adult helpers provided by the school.

CANCELLATION OR CURTAILMENT OF ACTIVITIES

Although we appreciate that this may cause inconvenience to the group concerned, our Wardens will cancel, curtail or alter agreed activities under any of the following circumstances at their discretion:

- * Inclement weather, especially high winds/gales, storm conditions or heavy snow fall makes the activity unsuitable.
- * The behaviour of a pupil or pupils is endangering themselves or others. In particular, pupils **MUST** remain on footpaths unless directed otherwise by the Wardens. **Climbing rock exposures is strictly prohibited.**
- * Not enough adult supervision is available.
- * Other circumstances beyond the Warden's control. (for example see **III Health** below)

If a school or group wishes to cancel a minimum of **48 hours notice** is requested.



FIRST AID PROVISION

It is the **responsibility of the School or Organisation to provide first aid kit(s), and qualified first-aiders(s)** appropriate to the size of the group. It is the responsibility of the teacher or leader or child's guardian to carry and administer any medication that may be required such as asthma inhaler.

RISK ASSESSMENTS

Schools are responsible for completing their own independent risk assessments and conducting any site visit that may be required prior to the group's outing. You are welcome to use the information in these terms and conditions to help you complete your risk assessment.

With regret, the warden's service is unable to assist teachers or group organisers with their pre-site visits or risk assessments.

ILL HEALTH

A member of staff at Wrens Nest, for medical reasons, is on long term immune suppressant medication. This means they have a reduced immunity to infections. It is **very important** that no pupil, teacher or school helper continues their visit to Wrens Nest if they are unwell or suspected to be unwell with any of the following: **chicken pox, shingles, tummy bug, gastric flu, food poisoning, stomach pains, vomiting, sickness and diarrhoea**. The warden reserves the right to refuse the participation of anyone suspected as having or displaying any of the symptoms listed above.

HAND WASHING AND LUNCH ARRANGEMENTS

It is essential that children wash their hands after activities, particularly after pond dipping or fossil collecting, and before eating. Toilet visits can be arranged with Mons Hill College but numbers are restricted to a **maximum of 30** at a time. For two classes (60+ pupils) the school would ideally book **two** sessions, one in the morning and one in the afternoon please. The college does have disabled toilets if this is needed. Please advise at the time of booking. We recommend that groups return to school for hand washing and to have their lunch wherever possible. For picnics out-of-doors anti-bacterial hand cleansers or wipes are recommended and should be provided by the school. Warden-led school visits last no more than 2 ½ hours. Due to the lack of indoor facilities it is not recommended that groups stay at Wrens Nest for the whole day. A full day's outing could be achieved by combining a morning visit to Wrens Nest with an afternoon visit to Dudley Canal Trust (01384 236275) or Dudley Museum and Art Gallery. (01384 815575).

SUITABLE CLOTHING

It is the responsibility of the School to ensure that children have adequate warm, waterproof clothing and appropriate footwear (wellingtons or walking boots, **not trainers**). In Autumn and Winter paths at Wren's Nest can become very muddy and slippery. Sun hats, sun cream and bottled water are advisable in hot weather. It is recommended but rarely necessary that children visiting the Wren's Nest wear safety helmets. If required these can be borrowed from Ward House at Himley Hall. The contact number is 01902 326193, and ask for the Whole School Issues Team. Please note that there are only 35 helmets available. For most activities however these should not be required.

ROCK EXPOSURES AND SAFETY

Rock exposures are natural features and as such may become unstable from time to time. All visitors to Wrens Nest NNR are asked to bear this in mind. Visitors are requested to remain on designated paths and to observe all footpath closures and diversions. **Areas inside safety fences are strictly out of bounds. Climbing rock faces is also strictly prohibited except where indicated to do so by a Dudley MBC warden.** Visitors to the



reserve do so entirely at their own risk. Neither Dudley Metropolitan Borough Council nor Natural England can accept any liability or responsibility for loss, damage, or injury to property or, in the absence of negligence, to persons.

FOSSIL COLLECTING CODE

1. Groups or individuals wishing to remove rock samples from Wrens Nest, or use the reserve for study or research purposes **must** consult the wardens prior to their visit. It may also be necessary to apply for a permit from Natural England. Wardens can advise.
2. The use of hammers, chisels or other tools for collecting fossils is strictly prohibited.
3. Visitors are kindly requested **not** to climb on rock faces for their own safety and also for the damage it can cause to geological features. Please remain outside of safety fenced areas.
4. Small fossils may be collected from the loose material on the ground and at the base of slopes. Please only take a small quantity of representative samples. **Do not** collect directly from rock faces.
5. Fossils should be labelled with the date and the precise location at which it was found and also given a name, if you are able to identify it. Wrens Nest Wardens or Dudley Museum can assist with identification.
6. Fossils must never be thrown away. If you no longer wish to keep your fossils, please donate them to the Nature Reserve or Dudley Museum to allow others to enjoy them.

DISABLED ACCESS

Wrens Nest National Nature Reserve is characterised by many old quarries, mine workings, steep slopes, and flights of steps. Therefore by its nature much of the terrain will be uneven. We regret that many areas can not be made accessible to all visitors.

The new accessible route can be accessed from a new car park off Wrens Hill road (see below). The routes each start with a fully accessible RADAR gate accompanied also by a chicane-style barrier wide enough to take **manual** wheelchairs. The route west of the Caves Public House has little, if no gradient and leads to the Quarry, Reef Mounds and Ripple Beds areas. The second route east of the Caves Pub is steeper, and can only be accessed by motorised wheelchairs and mobility scooters for visitors that wish to view the Seven Sisters Caverns.

PARKING ARRANGEMENTS AND ALTERNATIVE MEETING POINTS

A small car park to serve the nature reserve has been created with a Heritage Lottery Fund grant and is situated west of the Caves Public House on Wrens Hill Road (Postcode for SatNav's is **DY1 3SB**). The new car park has a disabled space as well as bus parking.



The car park opening hours are 9am to 4pm all year round during the week and by arrangement for booked groups. Due to the narrowness of the car park entrance coaches are advised to approach preferably from the west or from the direction of Wrens Nest Road, rather than from Priory Road. Groups are advised not to book over-long vehicles for their transport due to the tight turning circles involved. We would advise booking for example two mini-buses as opposed to one coach.

During school holiday periods and outside of normal office hours it is still possible for cars and mini-buses (not coaches) to take advantage of the free car park on Mons Hill College, which is also situated on Wrens Hill Road. Visitors wishing to do so should advise college reception by ringing 01384 363136 prior to their visit.

FEES/CHARGES

Dudley MBC does not charge for guided tours or educational visits. Donations are always welcome however, and will directly contribute towards the cost of maintaining and conserving this unique site for everyone to enjoy now and in the future.

For enquiries and further details or to discuss your group's requirements please contact The Wrens Nest Warden Service on 01384 812785. We are only too happy to help.

It is advisable to book a minimum of 6 weeks in advance, as Wrens Nest is very popular for educational visits and we have limited availability during certain times of the year, particularly Easter to end of July and September to early November.

IT IS ESSENTIAL THAT A PROVISIONAL DATE IS VERBALLY AGREED OVER THE PHONE PRIOR TO SENDING IN YOUR COMPLETED BOOKING FORM. With Thanks.