



Uniformed Groups Sleepunders

Aimed at uniformed groups, min number 50 children, max number 70 children.

Approximate timings for a Friday or Saturday Sleepunder

Day 1 17.30	ARRIVE: Arrive on site Welcome and Introduction	
	Group A	Group B
17.45	Activity 1	Activity 2
18.45	Changeover	
19.00	Activity 2	Activity 1
20:00	Get changed into PJ's and lay out bedding under Concorde	
20:30	Overnight safety briefing from Security staff. Movie <i>(Auditorium)</i>	
22.30	Prepare for Bed, Hall 4 toilets only.	
23.00	Lights out	
Day 2 07.00	Lights on, morning routine and pack up bedding. Children's bags and bedding 4 to be taken to SFC before breakfast.	
07.50	Breakfast - Cereal and fruit, juice for group, tea / coffee for adults. <i>(Provided by FAAM in Swordfish Restaurant)</i>	
09.00	Self Led activities in Swordfish Centre	
10.00	Children collect bags from SFC ready for departure or prior to visiting Museum.	
10.00 – 17.30	Museum open as usual – Sleepunder visitors may visit the museum for free, with their families being offered half price visits. Children can take trails around if they so wish.	



Meals

As part of this package, Fleet Air Arm Museum will provide breakfast for the group, which will consist of a variety of cereals and fruit juices.

In order to maximise the time spent in workshops and in the museum, we strongly suggest that attendees arrive having been fed an evening meal. You are welcome to bring snacks, drinks (e.g. Hot chocolate) or a packed tea to eat during the movie.

Activities 1 & 2

Within this package, you have the options of selecting up to two different workshops or self-led activities for attendees to do between 17:45 and 20:00. We recommend that you do one workshop and one Self-Led Activity in order for attendees to have a chance to explore the museum:

<u>Workshops</u>	<u>Self-Led Activities</u>
Aircrew Artefacts	Concorde Trail
Parachutes	Air Activities Stage Badge Trail
Prepare to Launch	Uniformed Groups STEM trail

More information about these can be found here <https://www.fleetairarm.com/aviation-museum-learning.aspx>

Costs

Children: £28.00 per child includes admission, workshop, film, overnight stay and breakfast. This price does not include any spending in the shop. Supervising adults enter free of charge at relevant ratios (see below). Any additional adults will enter at £7.00. Breakfast £5 per adult.

Adults: Leaders may join the sleepover free of admission charges at the ratio required by the Guiding / Scouting movement for the age group visiting. Beavers / Rainbows (ages 5-7) 1:4 or a minimum of 3 free staff members; Cubs / Brownies 1:6 (ages 7-10) or a minimum of 3 free staff members; Guides / Scouts (ages 10-14) 1:12 or a minimum of 3 free staff members; Seniors 1 adult accompanying. Meals for the adults will cost £5.00 each. All adults attending are chargeable.

Next day visits: On the morning following the sleepover, family members of boys or girls attending a sleepover may like to join them for a visit of the Museum after breakfast. Entrance for the boy / girl who has attended the sleepover is free and 50% discount vouchers are available for the other family members. This offer applies for the day after the sleepover only.

Payment

To secure a booking for your chosen date, you must first come for a preliminary visit to the museum where we will go through the details with you. This must be completed at least 3 months before the sleepover date. Then a non - refundable deposit of £200 is required to secure the date. The deposit must be paid ASAP or at the very least one month before the sleepover. The deposit can be paid debit or credit card or we can invoice you. We will invoice you for the rest of the balance after the event. Please supply your invoice address when you come for your preliminary planning meeting.

In the event of multiple uniformed groups coming together, we will need **one main contact and invoice address** to organize payments.



Access to Museum exhibitions

Children attending a standard sleepover will see Halls 1, 2 & 4. Children on an extended sleepover will see the whole Museum. Please see the discount offer for families which allows access to the whole Museum (this offer is subject to availability).

The Film

The Museum subscribes to the PVSL Public Screening License Authority. The Museum has a copy of Night at the Museum available for sleepunders. Group leaders may bring an appropriate alternative of their choice, please ensure that you inform us of your selection in advance so we can ensure it is covered under the terms of our license.

Museum Shop

The Museum Shop is usually open from 10am as part of our standard opening hours. If your group wish to utilise the Museum Shop, we may be able to open this for you exclusively at 9am before you depart our site. Please let us know advance of your booking if you would like us to open the shop area for your group.

Sleeping Arrangements

All children and supervising adults will sleep on the runway beneath Concorde. Everyone will need to bring their own bedding and sleeping mat and wash kit. There is low level lighting along the runway and around Concorde Hall to allow safe movement and monitoring during the night. The sleeping area will be set up on arrival for the standard sleepunder or after closing time (17.30 in the summer, 16.30 in the winter) for the extended sleepunder.

Children's toilets are very close to the sleeping area in Concorde Hall. Separate toilets for leaders are available a short distance away in the Carrier exhibition. There are no shower or bath facilities available.

Youth Group Staff

The youth group staff will be expected to be hands on during the workshops. The children are the responsibility of the youth group staff. The youth group staff are not permitted to drink alcohol whilst on site and throughout the duration of the sleepunder. Please ensure all adults attending are aware of their responsibilities

Museum overnight staff

The Museum will have two members of staff on duty all night. Their role is to man the information desk and monitor the safety systems. They are responsible for the function of the building and its facilities and management of any evacuation of the building in case of emergency. They will provide a safety briefing during the evening. Museum staff are not responsible for the supervision of the children on site.

Risk Assessments

The museum risk assessment for sleepovers is available on request. We also have guidelines for group visits. For leaders preparing an event risk assessment these documents should be used to inform details of the assessment for the group visiting but cannot be regarded as definitive. Each group is different and the particular needs and circumstances of group members must be taken into account.



First Aid

The Museum has a first aid team and a dedicated first aid room. However we cannot guarantee that the overnight team will be first aid trained so recommend that groups bring their own first aid kits and a first aid trained leader.

Booking

Please contact Catherine Hallett, Group Bookings Officer on 01935 842633 or email on:
fleetairarm.learning@NMRN.org.uk