

# **Essential information for your visit**

This booklet has been prepared to provide lead teachers with all the information they will need to plan a successful trip to the Tower of London.

Please read it carefully; completing and returning the health and safety agreement forms in good time and sharing appropriate information with your accompanying adults and students where necessary.



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# Tower Opening Times

## Winter opening hours

1 November – 29 February

Sunday-Monday – 10.00-16.30

Tuesday-Saturday – 09.00-16.30

Last admission is 16.00

## Summer opening hours

1 March – 31 October

Sunday-Monday – 10.00-17.30

Tuesday-Saturday – 09.00-17.30

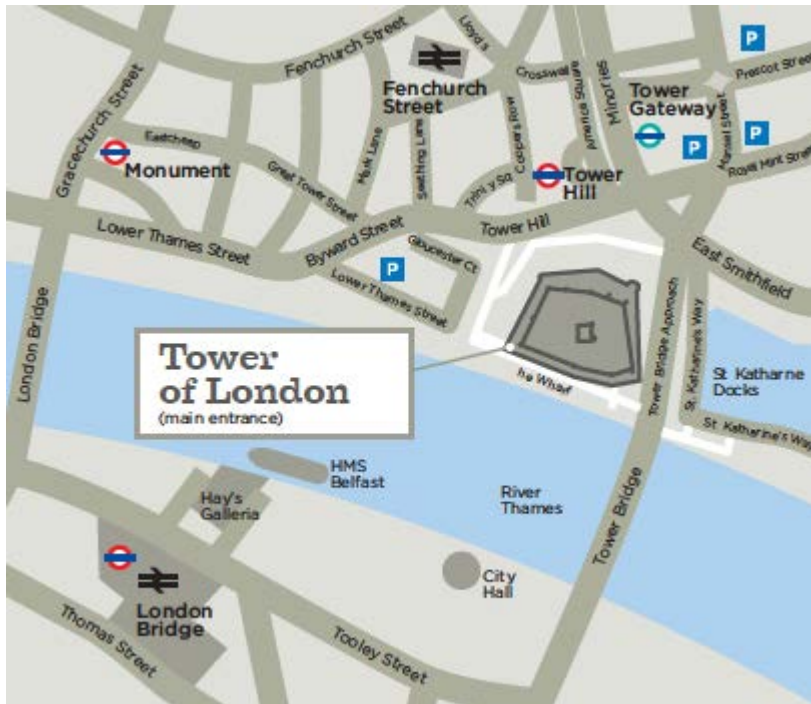
Last admission is 17.00

Please note that individual buildings within the Tower will close 30 minutes before the close of the Tower.

We recommend at least 2-3 hours for your visit.



# Getting to the Tower of London



The Tower can be reached by many forms of public transport. Up to date public transport information can be obtained from [www.tfl.gov.uk](http://www.tfl.gov.uk) which also has a useful journey planner.



**Tower Hill** (Circle and District lines)

**Bank** (Central and Northern Line)



15, 25, 42, 78, 100, D1 and RV1



**Fenchurch street**



**London Bridge**  
(15-20 minute walk)

**Cannon Street**  
(15-20 minute walk)

**Liverpool Street**  
(20-25 minute walk)



**Tower Gateway**

**Bank**

## Coach Parking

Coaches should drop groups off in the coach park off Lower Thames Street, called Tower Hill car and coach park.

There is a free drop-off period of 15 minutes and thereafter parking charges apply.

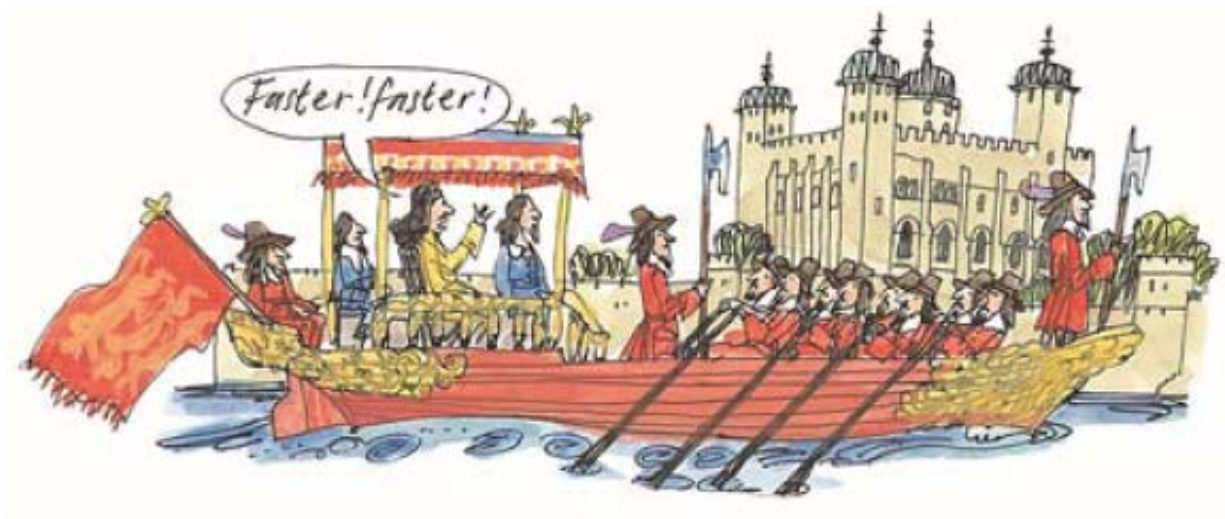
# What to do if you are running late

## Travel delays

We understand that you may experience delays when travelling to the Tower of London.

If you have booked a Learning session and you are going to be late it is essential that you contact the Learning & Engagement team on **07815721540** to provide an estimated time of arrival.

Learning sessions cannot continue beyond the scheduled time, and your call will help our staff to provide you with the most appropriate material for the remaining time within your session.





# What to do when you arrive

Please refer to the map at the back of this guide in reference to the following instructions

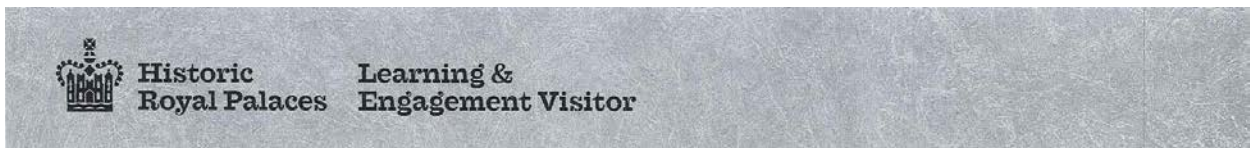
## 1. Register

All lead teachers must go on arrival to the **Welcome Centre** on Tower Hill. Please note there is limited space within the Welcome Centre.



## 2. Collect Wristbands – these are your tickets!

At the Welcome Centre all Learning & Engagement groups must collect wristbands. You will receive the same number of wristbands as per your latest confirmation email.



These wristbands are your tickets and should be worn at all times whilst at the Tower of London by both pupils and accompanying adults. Each school group who is visiting that day will have a different colour wristband. This will help your group to be identified by your Learning session presenter, if applicable, and, in the event of emergency, will allow staff members to locate members of your group easily.

Please note that the Schools Desk in the Welcome Centre will be manned by a member of the Learning & Engagement team from 09:30-15:00 (Monday-Friday). If you wish to arrive before 09:30 please let us know in advance so we can arrange for an alternative collection point for your admission wristbands.

## 3. Entry to the Tower

Entrance for all groups is via the Group Entrance on the Wharf. Please ensure that each member of your group is wearing their wristband before you arrive at this entrance. When you get to the front of the queue the lead teacher will be asked to provide;

- Their name.
- Their mobile number whilst on-site.
- The name of their school.

This information will be used to locate the lead teacher if any of your students are found in the Tower unsupervised, or in the event of an emergency. Please keep your phone on at all times. Your contact details will be disposed of securely at the end of each day.

## Bag searches

Each member of your group will be required to have a bag search before they enter the Tower. Bag searches are necessary in order to ensure all our visitors are protected whilst they are on site. All searches are carried out by professionals trained to identify offending articles.

It can take at least ten minutes for groups to be processed through the bag search so we appreciate your group's patience during this important process.

## If you have booked a session

We ask that your group arrives at the allocated meeting point a few minutes before the start of your session. Please refer to your accompanying Teacher Notes for further details.

We recommend that you allow at least twenty minutes for walking from the Welcome Centre, through the Group Entrance and to your session meeting point. If you are more than 15 minutes late it may not be possible for the full session to take place.



# What's included in the cost of your ticket?

## **The Learning & Engagement entry rate includes:**

- Entry to the Tower of London.
- Access to the general visitor route, including the Jewel House.
- Access to the White Tower and Royal Armouries displays.
- Access to the Fusiliers Museum on site.

## **The Learning & Engagement entry rate does not include:**

- Access to Yeoman Warder tours - these tours are not aimed at students and are not designed to accommodate the large number of schools that visit us each day.
- Access to the Chapel Royal of St. Peter ad Vincula.
- Access to the daily live interpretation presentations by costumed presenters.
- Use of an Audio guide
- Use of the New Armouries café as a lunch room.

## **Unforeseen closures**

At times we may have to close areas of the Tower of London at short notice. You will be informed as soon as possible if this will have a major impact on your visit, otherwise please check our website for the most up-to-date information: <http://www.hrp.org.uk/tower-of-london/visit-us/closures-and-notices/>.



# What to see and do!

We would recommend that all visitors;

- Visit the Jewel House to see the world famous Crown Jewels. Large queues can form outside the Jewel House during peak periods (12-3pm) and so we would recommend you make this stop early in your visit.
- Stop by the South Lawn to see the famous Ravens. Legend says that the kingdom and the Tower will fall if the ravens ever leave the fortress. It was Charles II, according to stories, who first insisted that the ravens should be protected and they each now have one wing clipped to avoid the legend coming true.
- Spot a Yeoman Warder. Our famous “Beefeaters” are some of the most photographed guards in London and have long been symbols of London and Britain. It is thought their nickname is derived from their position in the Royal Bodyguard, which permitted them to eat as much beef as they wanted from the king’s table.

In addition there are a number of other spaces and exhibitions that are suitable for Learning & Engagement visitors at the Tower of London. Often these are not situated in one place but in several locations around the site so we would recommend referring to the map included in this pack when planning your visit.

## Places to Visit

### White Tower

The White Tower is not only among the best preserved and the most interesting 11th -century buildings in Europe, but, since its creation by William the Conqueror, has been a potent symbol of authority and nationhood. Begun in around 1075-9, building was continued by William Rufus (1087-1100) and probably finished by 1100, when his chief minister, Ranulf Flambard, was imprisoned in it by Henry I. Flambard’s celebrated escape, by befuddling his guards with wine and climbing down a rope hidden in the barrel, was the first in the Tower’s history.

### Medieval Palace

St Thomas’ Tower, the Wakefield Tower and the Lanthorn Tower are today known collectively as the ‘Medieval Palace’. They lie at the heart of what was formerly the residential area of the Tower, which was richly decorated and with comfortable lodgings grand enough for any medieval monarch. Built by Henry III (1216-72) and his son Edward I (1272-1307), they have been re-presented for today’s visitor to evoke a vivid picture of 13th-century life.

### Tower Green and Execution Site

Ten people were beheaded on this peaceful green space that stretches to the west of the White Tower. Three of these were English queens: Anne Boleyn, the second wife of Henry VIII who was in her early 30s and Catherine Howard, Henry’s fifth wife, who was barely in her 20s. Both had been accused of adultery although neither may have been guilty. The third was Lady Jane Grey, queen for nine days, who was only 16 years old and who became the innocent pawn in a failed military coup by her father-in-law, the Duke of Northumberland.

Walk in the footsteps of those who were condemned to death on Tower Green and reflect at the execution site with its thought-provoking memorial.

### Wall Walk

The huge stone encirclement that forms the Tower's walls has protected kings and queens since Henry III's refortifications in the mid-13th century. Take the Wall Walk to explore the Medieval Palace and seven huge towers: the Salt, Broad Arrow, Constable, Martin, 'Royal Beasts', Bowyer and Flint Tower.

Along the way, you'll discover the Tower's many different uses from Medieval times through to the 20th century: a royal residence, home of the Crown Jewels, a zoo, and, above all else, a fortress.

## **Bloody Tower**

The Bloody Tower of popular imagination is a good example of the Tower's reputation as a ruthless executor of state power. From as far back as the 1600s, it was believed to be the location where the 'Princes in the Tower' were murdered by their uncle, Richard III. However, there is no evidence in any of the accounts that identifies the Bloody Tower as the scene for the supposed murder.

## **Traitors' Gate**

Visit Traitors' Gate where prisoners accused of treason were supposed to have passed through, including Queen Elizabeth I.

## **The Fusilier Museum**

Visit The Fusilier Museum which tells the story of the British infantry regiment from its formation at the Tower in 1685 to present day. The museum is housed in a building originally built as army Officers' quarters. The building still houses the Royal Regiment of Fusiliers' Regimental Headquarters and the Officers' Mess, which is used for formal dinners and ceremonial occasions

# **Exhibitions to Explore**

## **Line of Kings**

This exhibition is located on the entrance floor of the White Tower and is the world's longest running visitor attraction. For over 300 years visitors to the Tower of London have marvelled at displays featuring arms and royal armour, life-sized wooden horses and figures of kings.

## **Royal Beasts**

The Tower's menagerie began when medieval kings exchanged rare and strange animals as gifts. In the 13th century the Holy Roman Emperor Frederick III gave Henry III of England three real leopards ('sleek as greyhounds') in compliment to the three leopards on Henry's shield. Although described as leopards, these animals were probably lions and are the ancestors of the three lions that still appear on the England football teams' shirts today.

## **Wellington's fortress**

The Duke of Wellington, one of Britain's greatest military leaders, became the Constable of the Tower in 1826. He was still Commander-in-Chief of the Armed Forces and became Prime Minister twice while serving as Constable of the Tower.

Besides draining the filthy moat, Wellington is known for adapting the fortress for modern warfare where possible and for a more professional army. He closed the Tower pubs in favour of an army canteen, built purpose-built barracks for 1,000 soldiers and a new officers' mess. He demanded the closure of the Royal Menagerie at the Tower and the removal of all the animals following a series of vicious attacks. Under his command, the number of visitors soared, despite his reservations about public access to a military site.

## **The Tower of London remembers**

Extraordinary photographs and films from 1914 show how the Tower was used in the recruitment, deployment and training of soldiers and became, once again, a place of execution. To mark the centenary of the First World War, photographs of the Tower today and in 1914 have been combined to create powerful images of the fortress and its people then and now.

## **Coins and Kings**

Located on the original site where the Royal Mint was situated for over 500 years, discover the surprising stories and unique history of this little known area of the Tower.

Coins and Kings also reveals little known stories about the Mint, including Isaac Newton's efforts to rid London of counterfeiters, Elizabeth I's restoration of the currency following her father's disastrous meddling, and Charles II's rejection of Commonwealth money. It explores how medieval coins were made, how new technology revolutionised the Mint, and why the Mint eventually moved out of the Tower in the reign of George III after a huge financial crisis.

## **Torture at the Tower**

The bottom of the Wakefield Tower holds an exhibition about prisoners and torture at the Tower.

## **Crowns through History**

This tells the story of English royal crowns, and some of their famous stones. It is housed in the Martin Tower, where the Crown Jewels were kept from 1699 until 1841 when they were moved to the Waterloo Barracks.

## **Prisoners**

There have been prisoners at the Tower almost since it was built. For nearly 900 years, traitors, kings, queens, saints and sinners have been held here against their will. Explore the Salt, Lower Bowyer and Beauchamp Towers to see where prisoners were kept and the graffiti they left behind.

## **Fortress**

This series of displays explores the role of the Tower as a fortress. Learn how a rabble of peasants managed to successfully invade the Tower during the Peasants' Revolt of 1381.

Explore our displays along the Wall Walk which include a reconstructed fighting platform. Discover what it was like to be part of the medieval garrison defending the Tower. Get up close to the life size metalwork soldiers and their weapons on the Tower Wall Walks. Peer through the gate and imagine what it was like to be a medieval soldier working in this cramped but beautiful space



# What we expect from you

As well as being an award-winning visitor site, the Tower is a military fortress with a permanent military presence. The Tower is also home to many members of staff and their families who live on site. Taken together, all these factors create a learning environment that is very different to that of a classroom.

We find it helpful for lead teachers and group leaders to know our expectations for student behaviour while visiting the Tower. It also helps our staff know how best to help you during your visit and ensures that other visitors are not distracted by the many school groups that visit the Tower.

Please share the following information with all your accompanying adults to help them feel confident about leading a group while they are visiting. You may also want to discuss certain issues related to your visit with your students.

## **Supervising your students**

You are responsible for the health and safety of your students during your visit to the Tower, whether on a self-guided visit, in a classroom, a Learning session around the Tower route, in a shop, during lunch, or at any other location around the Tower.

## **Your students must be supervised at all times**

We interpret supervision to mean that accompanying adults will remain in the physical presence of the group of students for which they are responsible at all times. No students should be allowed to move around the Tower without an adult with them. This includes students engaged in worksheet exercises.

Your group will need a minimum of one accompanying adult per fifteen students aged 16 years plus, one accompanying adult per ten students aged 7-15 years and one adult per five children aged 0-6 years. We retain the right to refuse entry to groups without a sufficient number of accompanying adults.

Please be sure to divide your students into smaller groups when entering individual buildings within the Tower complex. Many of the Tower's buildings are small and are unsuitable for large groups of people. This includes both the White Tower and Jewel House.

By following these guidelines you will help all other school groups and general visitors to have an enjoyable visit, and will assist staff to provide a better customer service experience for everyone.

## **What will happen if my student/s is/are separated from their accompanying adult?**

The combination of enthusiastic young learners and a busy visitor site may result in students becoming separated from their accompanying adult.

If a student or students have strayed from their assigned adult please approach a member of staff who will be able to help you. They will need to know a description of the student/s concerned, the name of your school/college and the colour of your admission wristband to help locate them.

If student/s have strayed from their accompanying adult and are found by a staff member, and their adult cannot be easily found, they will ask your student/s to accompany them to an easily accessible location on the route. Your student/s will be asked to provide their name/s, the name of their school and their lead teacher.

Our staff will then use the details you supplied on entry to contact you, providing details of where you can meet your student/s. Please keep your mobile phone on and check it regularly, remembering that the number used to contact you will not show up as one of your contacts.

## **Inappropriate behaviour**

The Tower of London has over 120,000 Learning & Engagement visitors a year and almost all of these visits pass without incident. However a small number of incidents do occur with Learning & Engagement groups, which could spoil your visit and that of other people. Most inappropriate behaviour has occurred when students were left unsupervised, which is why we insist students are supervised at all times during your visit.

### **Inappropriate behaviour includes but is not limited to:**

- Fighting
- Taunting residents' pets
- Playing ball games anywhere on the visitor route
- Taunting or distracting the guards on duty – particularly outside the Jewel House
- Straying into secure areas off the visitor route after a previous warning
- Running around the visitor route after a previous warning
- Shoplifting
- Heckling staff members
- Littering
- Taking photographs in places where it is forbidden
- Smoking
- Any actions that have a detrimental effect on any other visitor's enjoyment of the Tower.

If an incident occurs then a member of staff, typically a uniformed Yeoman Warder, will isolate the student/s involved and, if the group leader is not present, will contact the lead teacher using the details provided on entry to meet their unsupervised students.

Our staff members are instructed to leave all disciplinary matters related to such incidents with the lead teacher or group leader. However, our staff can exclude students if they feel their behaviour is having a detrimental effect on other visitors' enjoyment of the Tower. If this occurs, a member of staff will contact you with further details using the contact information provided at the Group Entrance.



# Amendments to your booking

## Cancellations

Please note that no refunds will be given for cancellations made less than six weeks in advance of your visit, or for tickets purchased in advance that are not used on the day. If a cancellation has to be made because of exceptional circumstances, then every effort will be made to reschedule your visit.

## Booking additional places

If you wish to bring additional students to the Tower please contact the Learning & Engagement booking team in advance on **020 3166 6646**.

Please note that should you bring additional students on the day of your visit only Standard Group Rate tickets are available. This is also true for any additional adults.



# Facilities at the Tower of London

## Toilets

Groups should use the main toilets in the Brick Tower, behind the Jewel House or near the Cradle Tower. Accessible toilets and baby changing facilities are also situated here.

There are public toilets in the coach park behind the Welcome Centre. This is useful for groups before entering or leaving the Tower but please note that there is an additional charge for using these facilities.

## Lunch and bags

We are unable to offer all of our Learning & Engagement groups a lunchroom. Students can picnic on any benches that are available around the visitor route or in the moat (if open). In the event of bad weather there are sheltered areas in the deep set archways by the Raven Shop.

If using the moat, please be aware that the Yeoman Warder tours start from this area at certain times so please ensure there is plenty of space available for the tours and that noise is kept to a minimum.

Unfortunately, Learning & Engagement groups are not able to use the New Armouries Café or the tables and chairs near the Raven Shop as these are reserved for members of the public purchasing food and drink.

There are no locker facilities at the Tower so everything that is brought along must be carried by the students for the duration of their visit.

## Shopping

We recommend that school groups use the Raven Shop when they are inside the Tower or the Tower Shop which is near the main entrance.

The White Tower, Beefeater and Jewel House shops are not suitable for groups of more than 10 due to their small size.

When visiting any of our shops we would advise going in small groups and briefing your students that shoplifting will not be tolerated and could result in your group being removed from the site.

# Accessibility at the Tower of London

## Special needs

Please let us know as soon as possible if any of your students have special needs and/or health or mobility difficulties. We can be contacted on **020 3166 6646** or [towerlearning@hrp.org.uk](mailto:towerlearning@hrp.org.uk). We will make arrangements to maximise their enjoyment of the day, for example, by providing free places for additional helpers or tailoring a resource to their needs.

## Wheelchair access

Whilst the Tower welcomes all visitors, this historic building has places with difficult stairs and passageways and wheelchair access is limited. The Jewel House, Coins and Kings exhibition and the Lower Bowyer Tower are fully accessible. There is a lift between the ground floor and the basement of the White Tower – please speak to a Yeoman Warder to access this.

We recommend that visitors bring their own wheelchairs.

To obtain a copy of the Access Guide please download a copy from our website: [www.hrp.org.uk](http://www.hrp.org.uk).

## Toilets

Male, female and accessible toilets with easy ramp access are located behind the Jewel House and next to the Salt Tower.

## Visitors on the autism spectrum

We have a guide for parents/carers of children and people on the autistic spectrum and related conditions. We hope it answers common questions and highlights any relevant issues. It can be found on our website or we can email it to you if you email us at [towerlearning@hrp.org.uk](mailto:towerlearning@hrp.org.uk).

## Cradle Tower Lunchroom

There is only one lunchroom at the Tower of London, the Cradle Tower Lunchroom. This is up some steep, narrow steps on the first floor with no other method of access. It is therefore unsuitable for visitors with mobility issues.

In case of rain, there is potential for a child in a wheelchair plus a friend and a carer to picnic in the New Armouries café. If you would like to use this facility we must be informed in advance so that arrangements can be made.

## Further information

Please visit our website for the most comprehensive guides to accessibility at the Tower of London: <http://www.hrp.org.uk/tower-of-london/visit-us/accessibility/>.

# Further information

## Teacher Resources

Please see our website for further teacher resources. If you have booked an Learning session you will find your teacher notes for the sessions on our website. We have included direct links to all resources on your emailed booking confirmation.

## Our staff

Our staff are here to help you and will be pleased to answer your questions, including any queries you may have about the history of the Tower.

Please treat our staff with courtesy and professional respect, remembering that they are responsible for ensuring a good experience for all our visitors.

## The difference between costumes and uniforms

Students may have difficulty discerning the difference between costumes and uniforms, and given that you will see both at the Tower the following may be helpful.

### Costumes

If you have booked a Learning session, it is possible that your presenter will be wearing a costume from the Tudor or Medieval period. Live interpretation, the acting out of scenes for the Tower visitors, occurs daily and is also carried out in period costume. Typically, these costumed presenters are actors who wear costume as part of their work.

We encourage visitors to interact with these presenters, where appropriate, and ask them questions about their costumes and character.

### Uniforms

All those in contemporary military uniform, most notably the sentries outside the Jewel House and Queen's House, are professional soldiers and not actors. Those who are in possession of medals have earned them through their service in recent campaigns.

These soldiers are focused on their duties as sentries, which is why they will not be distracted by general visitors. As professionals, these servicemen deserve respect and should not be taunted.

The Yeoman Warders are also military professionals. Each has retired from the British Armed Forces as a senior non-commissioned officer with at least 22 years of service, and holds the Long Service and Good Conduct medals. As well as their military duties, the Yeoman Warders maintain the oral history tradition that has existed at the Tower for many centuries. Each has vast knowledge and will be pleased to answer your questions.

Other members of staff at the Tower who wear uniforms include Jewel House and White Tower Warders.

## Secure areas

The Tower of London is a unique community. As well as being a visitor attraction it is also home to many members of staff and their families. It is also a military fortress. As a result, certain parts of the Tower will remain off-limits to general visitors as these are the areas which contain the private residences for members of staff and their families. We ask that you keep to the visitor route and respect the privacy of our residents.

## Ravens and pigeons

The ravens are one of the many traditions of the Tower which fascinate our visitors. These wild birds are looked after by the Ravenmaster who feeds them regularly and ensures their welfare. Please do not feed the ravens, taunt them or interact with them in any way, as their behaviour can be unpredictable.

As with many locations in central London, there are pigeons in the Tower. Please help us to reduce their population by placing all your litter in the bins provided, and by not feeding any scraps of food to these birds.

## Smoking

Smoking is not permitted in any buildings in the Tower of London.

## Photography

Photography is permitted everywhere except the Crown Jewels, Martin Tower and the Royal Chapels.

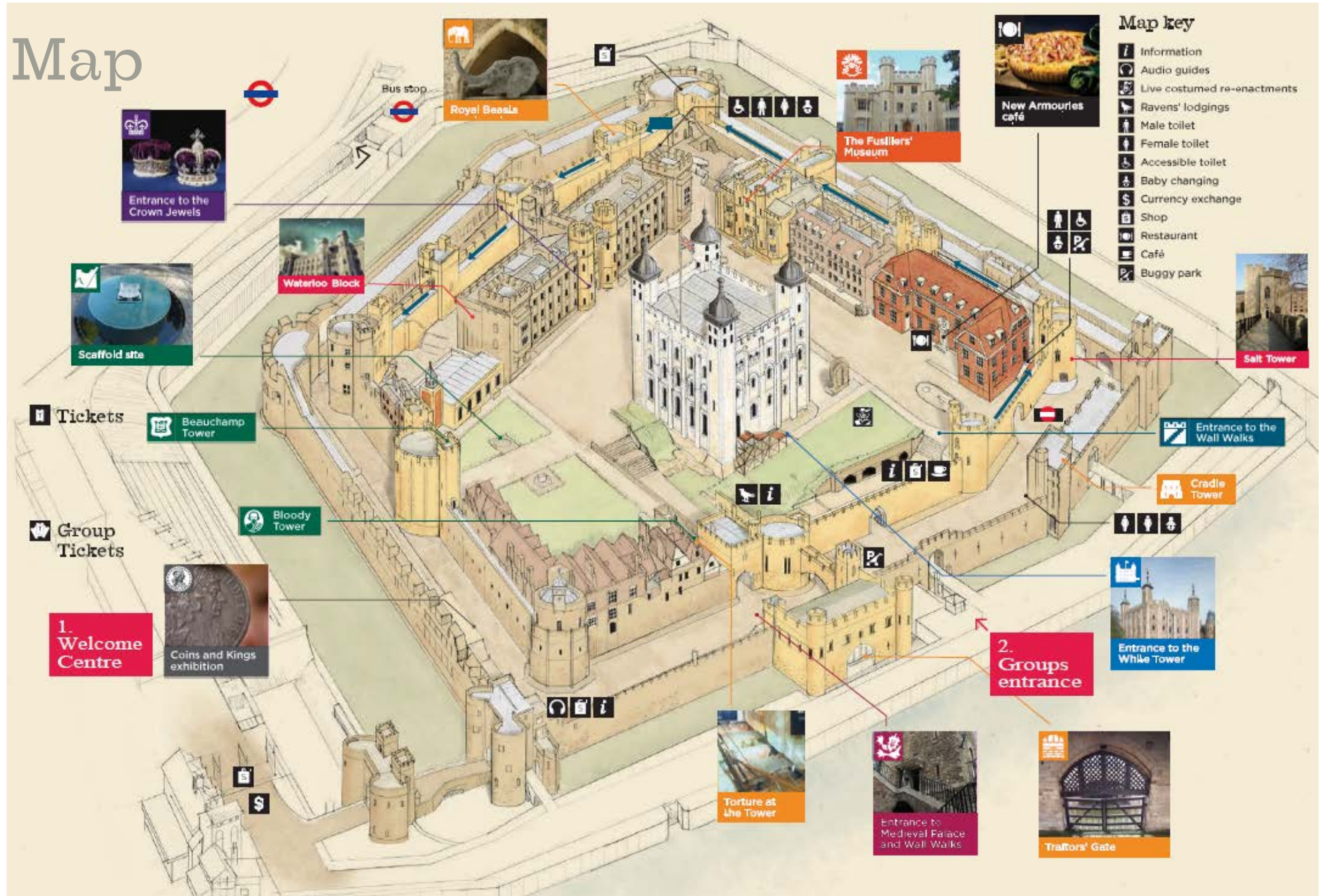
## Eating & Drinking.

Please do not eat or drink in any of the historic areas and buildings.





# Map



# Health and Safety Information

We carry out risk assessments on all of our activities and the risks associated with visiting the Tower of London have been assessed as very low but please remember that the Tower of London and its grounds are open to the public. There are also potential hazards from vehicles, machinery, plants and wildlife.

A summary of the main risks can be found overleaf.

## Supervision

Your pupils must be supervised at all times.

We interpret supervision to mean that at all times accompanying adults will remain in the physical presence of the group of students for which they are responsible. No students should be allowed to move around the Tower site without an adult with them. This includes when students are completing worksheets or other activities.

Your group will need a minimum of one accompanying adult per fifteen students aged 16 years plus, one accompanying adult per ten students aged 7-15 years and one adult per five children aged 0-6 years. We retain the right to refuse entry to groups without a sufficient number of accompanying adults.

Please be sure to break up your students into smaller groups when entering individual buildings within the Tower complex. Many of the Tower's buildings are small and are unsuitable for large groups of people. This includes both the White Tower and Jewel House.

## Equipment

Any equipment provided by Historic Royal Palaces has been risk assessed and is deemed to represent a very low risk of an accident occurring. Individuals are responsible for any equipment they bring into the Tower and its grounds. At the beginning of your visit/activity, a member of staff may issue instructions about an aspect of your visit/activity. It is important that the lead teacher/all accompanying adults listen to and follow these instructions.

## Clothing

Please make sure that your group is suitably dressed for the day's activities. A large part of all visits to the Tower of London may be spent outside, or in spaces with little or no heating. Please make sure that your group is wearing suitable footwear and is equipped with wet weather clothes and/or protection from the sun.

## Insurance

Historic Royal Palaces has public liability insurance for 'no less than £10 million' with Zurich Insurance plc. Details can be provided on request.

## Accidents

If there is an accident or near accident during your visit, please find the nearest member of staff who will be able to help you. A record will be made of any accident that occurs.

## In case of evacuation

Please respond to the directions given by our members of staff.

# Risk Assessment

Hazards	Control	Risk
Slip, trips and falls whilst walking over uneven ground within the Tower and grounds, e.g. cobbles and flagstones.	Introductory talk at start of activity. Adequate supervision of group by responsible adults.	Very low
Slips, trips and falls whilst walking up or down steps which may be smooth, uneven, unevenly spaced or visually difficult to see.	Introductory talk at start of activity. Adequate supervision of group by responsible adults.	Very low
Hitting head on low structures, e.g. archways.	Introductory talk at start of activity. Adequate supervision of group by responsible adults. Soft protective coverings where required.	Very low
Trapping fingers in doors, e.g. toilet cubicle door, entry and exit to apartments.	Introductory talk at start of activity. Adequate supervision of group by responsible adults.	Very low
Falling off bench seats with no back supports, e.g. in coffee shop.	Introductory talk at start of activity. Adequate supervision of group by responsible adults.	Very low
Walking into other people whilst not looking in direction of travel.	Introductory talk at start of activity. Adequate supervision of group by responsible adults.	Very low
Burns from touching light bulbs, candles in the Chapel Royal St Peter Ad Vincula, possible open fire in the Medieval Palace.	Adequate supervision of group by responsible adults.	Very low
Health issues from dog and ravens birds faeces	Adequate supervision of group by responsible adults. Washroom facilities provided.	Very low
Collision with motor vehicles moving to and from the main gate.	Introductory talk at the start of activity. Adequate supervision of group by responsible adults. Speed limit signs, presence of security wardens to maintain speed limit.	Very low
Drowning in water (River Thames).	Adequate supervision of group by responsible adults. No swimming signs. Presence of lifebuoys where appropriate.	Very low
Stings and bites from insects	Introductory talk at start of activity. Adequate supervision of group by responsible adults.	Very low
Contact with work equipment	Introductory talk at start of activity. Adequate supervision of group by responsible adults. Keys not in mobile equipment. Tools not left unattended.	Very low



# Health and Safety Agreement form

Please complete this form and return it by post or email (see below for details) to the Learning & Engagement team in advance of your visit.

Name of School: .....

Date of Visit:.....

Name of Lead Teacher: .....

Booking Reservation Number:.....

I, the undersigned, having capacity to sign on behalf of the visiting school, accept the following two clauses:

1. I have read, understood and agree with the information and conditions given in the “Essential information for your visit” information pack.
2. The visiting school/group has appropriate insurance to cover their visit to the Tower of London.

Signature: .....

Date:.....

Print Name: .....

Position in School:.....

Please return this form in advance of your visit by post or email to:

Operations Team - Administration Office  
Learning & Engagement  
The Clore Learning Centre (based at) Hampton Court Palace  
Surrey  
KT8 9AU

Email: [towerlearning@hrp.org.uk](mailto:towerlearning@hrp.org.uk)