



WSRHT Gauge Museum Education

Service



Terms and Conditions for Story Sacks:

1. Story Sacks are loaned out for a period of two weeks. They are popular so we usually restrict loans to one two-week period only.
2. The Sack will be checked when it comes back to make sure the objects are undamaged and wrapped securely. In light of this, upon picking up and dropping off the story sacks, please be prepared to wait a number of minutes whilst these procedures take place.
3. One person must be responsible for the story sack whilst it is away from the museum. It is important to note that private arrangements must not be made to loan out the story sack to another school or organisation. The story sack must stay with the organisation or school that has the loan agreement with the museum.
4. There are teachers' notes in every story sack which are designed to be used by both the teacher and the pupils. They should also be returned with the objects.
5. Evaluation forms must be completed for each story sack.
6. By making a booking you are agreeing to these terms and conditions.

Loss or Damage to Story Sacks

Any items broken or lost will be charged for as well as for the administration time it costs for us to source replacement items. If damage does occur, please do not attempt to repair an object yourself.

How to handle resources in the Story Sacks

Please follow the guidelines below when using the resources in this sack.

- Treat all resources with respect and handle them with care.
- Do not eat or drink when you are handling the resources.
- Ensure hands are clean before touching the resources.
- Ensure resources are replaced in the box in their packaging and that the heavier items are at the bottom.
- Never use pens or felts when handling the resources: if you need to make notes or drawings use a pencil.
- Please report the loss or theft of a resource to the museum immediately.