

HASTINGS CONTEMPORARY

Education Visit FAQs

Planning an education visit to Hastings Contemporary? Below you will find answers to some of our most frequently asked questions. If you cannot find what you need, please email visits@hastingscontemporary.org, and a member of the team will be in touch.

You may also find it helpful to view our Education Visit Rate Card and Terms and Conditions on our website before submitting an enquiry: www.hastingscontemporary.org/education-visits

What kinds of education visits do you offer?

We offer three ways for education groups to visit the gallery.

Option 1: Self-guided visit

Duration: Any

Standard availability: Wednesday-Friday, 11am-3.30pm.

Advance notice required: 2 weeks for a visit during standard opening hours

Maximum capacity: 60 students at a time

Explore our exhibitions at your own pace and make use of learning resources relevant to each exhibition, such as artist-grade drawing materials for sketching, worksheets etc.

Option 2: Guided tour with gallery activities

Duration: 1.5 hours

Standard availability: Monday-Friday, 9.30am-3.30pm

Advance notice required: 4 weeks minimum

Maximum capacity: 30 students at a time

If you would prefer a more in-depth introduction to the gallery and our exhibitions, we offer 1.5-hour gallery tours with our Learning Coordinator, with a variety of creative activities centred around our current exhibitions.

Option Three: Artist-led workshops with guided tour and gallery activities

Duration: 3-4 hours

Standard availability: Monday- Friday, 9.30am-3.30pm, Monday or Tuesday preferred

Advance notice required: 4 weeks minimum

Maximum capacity: 60 students

For a full-school day visit, in addition to a 1.5-hour gallery tour with our Learning Coordinator, we can arrange for an experienced local artist facilitator to design and lead a 1.5-hour workshop in our dedicated Learning Studio; stocked for printmaking, lino cutting, clay sculpture, cyanotype printing and textile work and all forms of painting and drawing.

The workshop can be tailored to your curriculum topics, particular material or artistic movement, or related to our current exhibitions.

Do you have a permanent collection? / What exhibitions will you have on at the time of our visit?

Hastings Contemporary does not have a permanent collection. We exhibit a changing programme of national and international modern and contemporary art, with approximately 4-8 different exhibitions each year. Dates and information on current and upcoming exhibitions can be found on our website: www.hastingscontemporary.org

Can I visit in advance to assess the exhibition content/plan a self-guided visit?

Yes. As a contemporary art gallery exhibiting a rotating exhibition programme with a variety of mediums and subject matters, we encourage teaching staff to visit the gallery and assess the suitability of the exhibitions on display for your students. If you are planning a self-guided visit, this also gives you the opportunity to see the resources available for each exhibition and plan your visit. Complimentary assessment and planning visits can be booked by emailing visits@hastingscontemporary.org

What kinds of gallery activities do you offer?

For every exhibition cycle, we provide tailored activities to help interpret and engage with each exhibition. These vary according to the exhibition programme but will typically include a dedicated Drawing Hub area, a worksheet and sketching prompts. By booking a self-guided visit in advance, we can ensure that we have ample resources available for you.

For guided tour visits, the Learning Coordinator will lead students through practical observation, sketching and creative work within the exhibition spaces that directly relate to the themes, mediums or techniques on display, ensuring that all students take home at least one creative response completed on site.

What kinds of workshops can you offer?

We have a large pool of freelance artist facilitators who can offer practical workshops in the following mediums: illustration work in ink and watercolour, all forms of painting, monoprinting, collagraph printing, lino cut printing, screen printing, air-drying clay sculpture, junk model sculpture, textile work including fabric dyeing and embroidery, cyanotype printing, heat press printing. All workshops are subject to artist facilitator availability.

If you are interested in a practical workshop visit, please list two or three mediums you are interested in on your [Education Visit Booking Enquiry Form](#) so that a suitable facilitator can be booked.

Can I visit the gallery outside the standard availability times listed for each visit type?

The standard availability times for each visit listed above are our preferred times for each option. However, subject to availability, we can arrange for visits outside of these days and times. These may be subject to additional charges to cover out-of-hours staffing. Please list your preferred dates and times for your visit in your [Education Visit Booking Enquiry Form](#) so we can check availability and prepare a tailored quote for you.

What is the capacity of each visit?

Capacities vary by visit type.

For self-guided visits during our standard opening hours, we prefer to have a maximum of 60 students in the building at one time, to allow sufficient capacity and an enjoyable viewing experience for other gallery visitors. We are happy to arrange visits for larger numbers of students with staggered entry times.

Guided Tour visits have a maximum capacity of 30 students at a time to avoid overcrowding in the gallery spaces.

For workshop visits, our Learning Studio has a maximum classroom capacity of 30 students at a time. Visits that include a workshop with larger student numbers will be split into smaller groups and rotated between gallery activities and the Learning Studio.

What supervision levels do you require?

We require the following minimum adult/child supervision ratios:

Reception - Year 3 (aged 4-8): 1 adult per 5 students

Year 4 - Year 8 (aged 9-13): 1 adult per 8 students

Year 9 and upwards (aged 14+): 1 adult per 10 students.

You are welcome to bring more adults than the minimum supervision level. All accompanying adults receive free gallery entry. Supervising adults are expected to always remain with the group to help enforce rules of gallery conduct, including *no touching the artwork* and *mindful movement around the building*.

Do you have accessible facilities?

Yes. Our building is wheelchair accessible, with step free access. There is a lift between the ground and first floor, an accessible toilet on the ground floor, and baby changing facilities on the first floor. Assistance dogs are welcome.

We also have an accessibility trolley, stocked with large print exhibition label guides, 4 x ear protectors and 4 x sensory bags. If any students or accompanying adults have any access requirements, please include them in your enquiry so we can help plan accordingly.

Is parking available on site?

No, unfortunately there is no parking available on site. Coach set down/pick up points for Hastings Old Town are available less than a 5-minute walk from the gallery, on the A259, adjacent to the boating lake. A map of coach parking locations can be found here: [Hastings Coach Park locations](#)

Our nearest car park is Rock-a-Nore car park, which has a height restriction barrier of 2.2 meters (7'2"). Rock-a-Nore car park is operated by Hastings Borough Council, and any requests for barrier restrictions to be lifted for minibuses should be made directly to the council here: [Hastings Borough Council Rock-a-Nore Car Park](#)

Do you have somewhere we can eat our lunch?

Unfortunately, we do not have a dedicated lunch space on site, as our on-site restaurant/café *coquina* is an independently run tenant business.

Lunch site options:

- The Twitten Galleries (formerly known as the foyer areas) may be available for students to sit on the floor and eat, dependant on exhibition programming.
- We have a small inner courtyard area that can be opened for smaller groups on dry days.
- The Learning Studio can be hired as a lunch space for up to 30 students, subject to availability.
- Alternatively, The Stade Open Space and Rock-a-Nore Beach are on our doorstep.

Please include any lunch space provision in your booking enquiry, and we can discuss the most suitable option for your visit.

Can accompanying adults get food and/or drinks on site?

Our on-site restaurant/café *coquina* is open during standard opening hours (Wednesday-Sunday, 11am-5pm) for teas, coffees and cakes for accompanying adults.

Outside these hours, or as part of a full-day visit, simple tea and coffee may be provided in the Learning Studio at an additional cost, subject to availability and agreement in advance.

In order to comply with insurance, health and safety and safeguarding requirements, it is not possible to guarantee that Hastings Contemporary will be able or available to provide entry and exit from the building during an out-of-hours visit, and therefore, it is recommended that accompanying adults bring food and drink, or that a booking for tea and coffee provision is agreed in advance.

Do you provide risk assessments?

Yes. As our exhibitions change frequently, we produce a specialised risk assessment for each exhibition. Please indicate on your [Education Visit Booking Enquiry Form](#) whether you need a copy of the risk assessment relevant to your visit emailed to you.

What safeguarding measures does Hastings Contemporary have in place?

The safety and wellbeing of all children, young people and adults at risk of harm who visit Hastings Contemporary is a priority. We provide children and adults with appropriate safety and protection whilst in our care and employ a suitably trained and experienced team of staff and volunteers that aim to provide a secure and safe environment.

All Learning Volunteers or freelance Artist Facilitators who may assist in your educational visit are required to show evidence of an up-to-date Enhanced DBS check. Hastings

Contemporary's safeguarding policy can be found here:

[Hastings Contemporary Safeguarding Policy](#)

Responsibility for supervision of students on an educational visit remains with school staff.

How much does an education visit cost?

Our education visit charges vary depending on the visit type required, age of the students and number of students attending. Please see our Education Visit Rate Card for current prices, capacities and availability.

Discounted rates are available for state-funded schools, colleges and educational groups within the Hastings Borough Council and Rother District Council areas. This covers the following postcodes: TN34, TN35, TN36, TN37, TN38, TN39, TN40, BN24, TN5, TN19, TN21, TN31, TN32, TN33.

Eligibility is at Hastings Contemporary's discretion. Additional costs may apply for early opening, out of hours opening, independent studio hire etc. Any additional costs will be confirmed prior to booking confirmation.

Why do you charge for education visits when your standard admission prices state that under 18's go free?

Hastings Contemporary's standard entry offer allows up to 4 under 18's free entry to the gallery per adult ticket purchased. Gallery capacity is limited, and therefore, we prefer advance booking from all large groups to ensure both a safe and comfortable experience for all our visitors and to plan for the higher levels of gallery staffing needed to meet the safety and insurance stipulations for the artworks on display.

To ensure that we can best prepare for your visit and correct adult/child supervision levels, for education visits, we make a small charge per student, and grant all accompanying supervising adults free entry.

How do I make an enquiry?

Please complete our [Education Visit Booking Enquiry Form](#) with as much information as possible. This helps us confirm availability, advise on the most suitable space and prepare a tailored quote. Submitting the form is an enquiry only and does not confirm a booking.

When is my booking confirmed?

Your booking is only confirmed once we have agreed the details and method of payment in writing.

How and when do I need to pay?

All payments must be made in full prior to the date of the visit. Our preferred method of payment is via invoice and bank transfer. Please let us know if you have any questions or issues regarding payment.

What happens if I need to cancel?

If a confirmed booking is cancelled, cancellation charges may apply. The deposit is non-refundable. Please see our Education Visit Terms and Conditions for full details.

Who should I contact if I still have questions?

Please complete our [Education Visit Booking Enquiry Form](#) and a member of the team will get back to you. You can also contact us at visits@hastingscontemporary.org or call 01424 728373.