

*Please Note: All our invoices are sent out by Trowbridge Town Council*

These prices relate to our standard education workshops and are valid from April 2018 to March 2020. From June 2018 until the spring of 2020 Trowbridge Museum will be closed for redevelopment. All our school workshops will be offered as outreach session, and will be FREE to schools within the Trowbridge Town Council area. Our school fees are valid until March 2021. Some special projects and workshops may be offered for free. We will always make it clear from the outset when you will be charged for a workshop.

### School Workshops (Outreach)

We offer a comprehensive outreach service to schools which include history and weaving workshops as well as assemblies. Schools are charged for these services at the following rates. We may also add travel costs for outreach sessions, although they are usually quite low. We will inform you of the expected cost when the booking is made.

These are free to all schools within the Trowbridge Town Council area. This includes the following schools:

- Primary Schools: *Bellefield, The Grove, Holbrook, Oasis Academy Longmeadow, Newtown, Paxcroft, St John's, Studley Green and Walwayne Court*
- Secondary Schools: *Clarendon College, John of Gaunt and St Augustine's*
- *Larkrise Special Needs School*

Where charges apply (all schools outside Trowbridge Town Council area) our standard charge is currently **£3.75+vat (20%) (£4.50) per student**. Assemblies cost **£35+vat (£42)** per assembly.

If you would like us to spend a day working with a number of classes it may be more cost effective to pay the day rate, as follows:

- **£200+vat (£240)** per day
- Block bookings (3+ days) by arrangement

### Victorian Christmas

Whilst the Museum is closed we will not be putting on our Christmas-themed exhibition, although we will be working with Trowbridge Town Hall on a Victorian Christmas Grotto. School activities will be available. Workshops are charged as follows:

- Victorian Christmas (Outreach): Standard prices as above.
- Victorian Father Christmas visit: **£60+vat (£72)** per class – **all** schools; this price includes a traditional gift for each child.
- Father Christmas gifts: **£2** (inc. vat) per child – **all** schools.

## Service Charges for Learning and Outreach

### Reminiscence and Lifelong Learning Sessions

Outreach Session:

- **£40+vat (£48)** – within 5km
- **£55+vat (£66)** – outside 5km

*We can give discounts where block bookings of three or more sessions are made.*  
**£35+vat** (within 5km) and **£40+vat** (outside 5km)

Memory Box Loans:

**£25+vat** per box for **1 month** – longer loans by agreement. Memory box **must** be collected and returned by the loanee. Any damage or loss to loan box contents **will be charged for**.

### Talks and Lectures

We are often asked to give lectures and talks to local groups such as the U3A. We charge a standard fee of **£35+vat (£42)**. There may be additional travel costs if the talk is further afield – we'll notify you in advance.

We run a series of illustrated talks on aspects of the area's history. These are charged per person and would usually include refreshments. Typically, we would charge **£7** per person.

### Art, Craft and History Workshops

Most of the workshops that we put on for children and families during the holidays are FREE, however, we sometimes ask for a small fee – normally **£1 - £2.00** inc. vat. This is payable on the day. Charges for our adult art and craft sessions vary from **£5 up to £40** per person, depending on the length of the session or course and the cost of materials. We usually offer a discount to members of the Friends of the Museum. All of our adult courses are bookable via Ticketsource.

*Please Note: We may review and alter our fees at any time – this sheet is for guidance only. Please ask when you are making a booking and we will confirm the fee payable.*