



Salvation Army  
Hadleigh Farm  
Rare Breed Centre

# Hadleigh Farm Estate Group Visit Information Pack



## Welcome to Hadleigh Farm Rare Breeds Centre

Thank you for your interest in a group visit to Hadleigh Farm Estate. We are a friendly farm with a small enthusiastic team of staff. We hope that the experience will give your group inspiration and information about farming. A visit to the farm allows groups to see for themselves how a modern farm works, in an enjoyable and safe environment. In addition to this, the visit provides groups with the opportunity to capture a sense of Hadleigh's past and learn more about the important work which happens here today.

William Booth, founder of the Salvation Army, bought the land that now makes Hadleigh Farm Estate in 1890. Since then the land has been used as a Farm Colony to help men out of unemployment. The site has seen many changes over the years. Since 1950 it has been managed as a commercial farm. Alongside this we have our Rare Breed Centre. In 2016 the Rare Breeds Centre was granted Rare Breed Survival Trust Approved Farm Park status for the work we do to conserve Rare Breed livestock and educate others about them. We also have our Training Centre which teaches adults with learning difficulties and disabilities, life skills and practical skills to help them reach person-centred goals. There is also a Tearoom on site. At the other end of the site is the Olympic mountain bike course and the HUB, this is only a 20 minute walk away. They have a cafe, balance bike track, varying level ability bike tracks, sensory room and reading room facilities. Hadleigh Castle is also an easy 10 minute walk from the Rare Breed Centre. Hadleigh Castle offers beautiful views, ideal picnic location and the opportunity for a self-led outdoor history lesson.

For uniformed youth groups we can tailor your visit to any badge or challenge syllabus that you are working towards. We will tailor your visit to your group and your needs. We are able to accommodate group throughout the week, including late afternoon/early evening to fit in with uniformed group meeting times, dependent on staff availability and daylight length.

This pack provides support and practical ways of making a group visit to Hadleigh Farm an exciting, interactive and memorable experience where children can encounter the countryside first-hand.

## Facilities at Hadleigh Farm Rare Breed Centre

At Hadleigh Farm Rare Breeds Centre we have the following facilities:

- Main reception kiosk, this is our first aid point and shop where children can purchase small items.
- Hand washing facilities, located at the end of the Rabbit Barn and outside the Kiosk.
- Toilet facilities in the Tearooms.
- Large barn; animal talks and presentations, lunches and indoor activities.
- Classroom; smaller group presentations without animals, lunches and indoor activities.
- Outdoor picnic area which has an area that can be sectioned off for groups.
- Children's play area with play castle, boat, sandpit and pedal tractors.
- Willow maze which can have trails hidden within it to form one activity during your visit.
- Educational trail information boards around the Rare Breeds Centre.
- Rabbit barn; meet our smaller residents; rabbits, guinea pigs and tortoises. At certain times of year chicks can be found in here too.
- Lambing barn; March - May meet our new arrivals. Alternatively can be used for presentations, lunches and indoor activities when animals are not housed here.
- Tearooms at the carpark end of the site serving food and drinks. These can be purchased to take-away to bring down to the Rare Breeds Centre.

## Arrival and parking

When you arrive at the white pillars at the bottom of Castle Lane turn right into the Tearoom and Rare Breeds Centre car park.

If arriving by coach or minibus please drive through the car park to the farm gates, where a member of staff will meet you and direct you to where you can park your vehicle in the farm yard.

If arriving by car please park in the carpark, there is a charge to park of £1 per hour and £5 for the day. If paying the full £5 for the day you will receive a £3 reduction on entrance to the Rare Breed Centre with a valid carpark ticket, correct date and price.

## Booking a Visit

Please contact us to confirm a date and then complete and return our Group Visit Booking Form. On receipt of this we will arrange a pre-visit where we will discuss the plans for the day and provide you with our risk assessment.

Cost of a visit is £3.90 per person participating in the talk + VAT. Total cost of £4.70 per person.

Groups leaders, carers and adult helpers are welcome free of charge within the following ratios: 1:1 for children under 1 year old, 1:2 for children between 1 and 2 years old, 1:3 for children between 2 and 3 years old, 1:4 for children between 3 and 5 years old, 1:6 for children between 5 and 7 years old, 1:8 for those between 7 and 11 years old. Any child with SEN support will get one FREE adult entry.

Additional adults are £5 per person.

Animal food can also be purchased at 40p per bag or 3 bags for £1.

## Payment

We accept payment on the day of the visit by cash, card or cheque, made payable to 'The Salvation Army Hadleigh Farm.' Alternatively we can organise payment by invoice directly to your group.

Invoices will be given to you on the day or sent out to you after the visit so that you only pay for those in attendance on the day. When we send out the invoice we will also include a questionnaire about your day, we would be most grateful if you could fill this in and return to us so that we can continue to improve our group visits here at Hadleigh Farm Rare Breeds Centre.

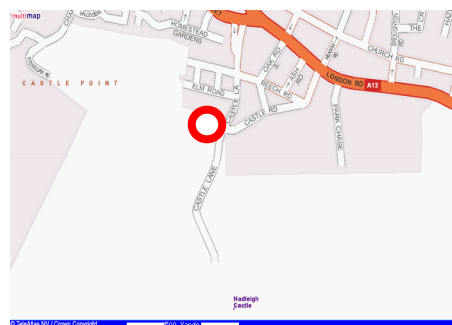
- If you are unable to carry out your visit, please let us know as soon as possible so that we can make alternative arrangements.
- If you are delayed on the day of your visit please contact us at the earliest convenience so that we are aware.

## Contact Information

The Salvation Army  
Hadleigh Farm Rare Breed Centre  
Castle Lane  
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## How to find us



## A typical Visit

On arrival you will be greeted and shown where to park. You will then be led to the farm where staff will give a welcome talk including, Health and Safety guidelines. Here you will be divided into groups for the day's activities.

Depending on the aims and objectives discussed on the pre visit these activities can include a mixture of the following; feeding the animals, playing in the play area, educational talk, craft, quizzes, educational trail, worksheets, etc.

If you are visiting all day lunch can be taken either outside in the picnic area or inside in the barn. Activities will continue after lunch until home time.

## Before your visit

- Read and understand the advice given by Farming and Countryside Education (FACE) in the Code of Practise, please see Health and Safety, and discuss visit arrangements with the farm staff. Assure yourself that the facilities provided match the recommendations in the Code of Practise.
- Discuss with the adult supervisors, who may be parents, etc. their role during the visit. They must understand the need to make sure that the group participants wash, or are helped to wash, their hands thoroughly after contacting animals, and follow the other rules suggested.
- Discuss with participants the rules for the visit. Please ensure your participants are aware that they must wash their hands and after feeding and touching the animals and before they eat. They must not eat or chew outside the areas in which we permit them to do so; picnic area.
- Make sure that participants wear appropriate clothing, including sturdy outdoor shoes (not sandals) or wellington boots if possible. We advise you to bring waterproofs as the weather can be changeable.
- Check that cuts, grazes, etc. on hands are covered with a waterproof dressing.
- Attend a pre-visit with one of our members of staff. This will allow you to carry out a risk assessment of the site and ask any questions you may have. You will also be given a copy of the farms risk assessment at the pre-visit.

### Further Advice

It may be a good idea to teach the participants about the things to expect at a farm (sights, sounds, and smells) and the Countryside Code before the trip. Details can be found at; <https://www.gov.uk/government/publications/the-countryside-code>

## During your visit

Check that the children stay in their allocated groups during the visit, and that they:

- Do not use or pick up tools (e.g. spades and forks) unless permitted to do so by farm staff;
- Do not climb on to walls or animal pens, etc.
- Listen carefully, and follow the instructions and information given by the farm staff.
- Approach and handle animals quietly and gently.
- Do not chase, frighten or torment the animals.

Please remember that teachers and group leaders are responsible for the children's behaviour throughout the visit. The children should understand how to behave on a farm and not to frighten the animals.

If a member of your group shows signs of illness (e.g. sickness or diarrhea) after a visit, advise them or their parent/guardian to visit the doctor and explain that they have had recent contact with animals. Please contact us to inform us of any ill health.

## Educational Talk

Educational talks will be led by our CEVAS (Countryside Educational Visits Accreditation Scheme) trained staff. Your visit can be tailored to meet your group's needs and your learning objectives.

For uniformed youth groups we can tailor your talk to a badge and challenge syllabus. This could include badges with themes such as; Wildlife, Nature, Animals, Local history, etc.

For other organised groups we can offer talks on a range of topics such as; Animal care and movement, Harvest time, The history of the Salvation Army Hadleigh Farm, Animal life cycles and What is a Rare Breed.

## Health and Safety

We comply with Health and Safety Regulations; however, it is important that all children and supervising adults are aware of the correct Health and Safety guidelines.

The risk of infection is very small, but disease caused by an infection could be serious. By following simple guidelines, similar to everyday basic hygiene recommendations, the risk can be easily minimised.

Farming and Countryside Education (FACE) have produced guidelines, Preventing or controlling ill health from animal contact at visitor attractions - Industry Code of Practice. The supplement to this code of practice advises teachers and others who organise farm visits on controlling the risk of infection from animals which the children may have contact with during their visit. This is available to download from [www.face-online.org.uk/CodeofPractice](http://www.face-online.org.uk/CodeofPractice).

All animals naturally carry a range of micro-organisms, some of which can be transmitted to humans, causing ill health. Some, such as the bacterium *Escherichia coli* O157 (*E. coli* O157), cause infections which can potentially cause disease, which may be particularly acute in young children.

While the hazard from infection resulting from a farm visit is real, the risk can be readily controlled by following sensible steps which will help make your visit safe, healthy and enjoyable.

To ensure a safe visit please ensure the following;

- **Children must be supervised at all times, especially when washing hands after handling and feeding the animals and before eating and drinking.**
- **Please ensure NO alcohol gel is used as this does not kill animal germs.**
- **Do not kiss the animals.**
- **Eat only food for human consumption, never the animal feed.**
- **Never eat food that has fallen on the ground.**
- **Do not suck fingers or put hands, pens, pencils, etc. in mouths.**
- **Where practical and possible clean or change footwear before leaving.**
- **Wash hands after changing footwear.**



All of our main farm staff are first aid trained, please report any first aid incidents to a member of our staff, even if your staff team deal with the incident themselves.

All of our staff and volunteers are DBS checked.

We have our own public liability insurance.

Our risk assessment will be available to you when you attend a pre-visit.