

Learning and Outreach Policy

Hull History Centre is a partnership between Hull City Council and the University of Hull. The City Council's obligations to the partnership are administered and delivered on its behalf by Hull Culture & Leisure Ltd a wholly owned Hull City Council company. The partners aim to provide a seamless service to stakeholders and the following should therefore be read as applying to both partners unless otherwise stated.

This policy should be read in conjunction with the History Centre's Forward Plan and Access Policy.

1. Introduction

- 1.1 This policy demonstrates the Hull History Centre's commitment to engagement with stakeholders and explores how the Centre uses learning and outreach opportunities to engage with existing and non-users.
- 1.2 This policy details how we can enable learning through the promotion and use of the Centre's archives, special collections and local and family history material both on and off site.
- 1.3 Learning can be achieved formally or informally and can be directed or self-directed. The work of the Centre will encourage learning in all its formats regardless of age or ability.
- 1.4 Outreach activities which promote the work of Centre to external audiences, include but are not limited to talks, exhibitions, marketing and community engagement.
- 1.5 Through this policy the Hull History Centre is able to fulfil its vision:
to make history available for all, for research, for learning and for leisure and to inspire interest in the City of Hull, its significant past, present and future

2. Aims and Objectives

2.1 We aim to:

- a) provide access to the collections and professional advice on their use
- b) promote the use of our local history and archival collections to inspire interest in the history of the City of Hull and its people

- c) promote the use of our nationally and internationally important archival collections to support research and learning
- d) engage people in inspiring educational experiences, helping to raise educational aspirations and attainment, foster lifelong learning and develop skills
- e) raise public understanding of the importance of archives
- f) improve access to the collections through the creation and use of both published material and online guides, catalogues and images
- g) develop partnerships which enhance the implementation of our aims and objectives
- h) attract non users and broaden our user base

2.2 Our objectives are to:

- a) create a friendly welcoming environment for users of all ages and abilities
- b) create source guides and information leaflets to aid research both in hard copy and digital format
- c) provide hard copy and digital catalogues which are user friendly and easy to access
- d) provide support and guidance for formal and informal learning both to those in the education sector and Hull Culture & Leisure Ltd's Heritage Learning service
- e) offer work experience opportunities to school children and young people from local schools, colleges and universities
- f) offer adult learning workshops and courses to promote our collections and enhance the learning experience of those using our service
- g) offer activities and events aimed at children and families based around our collections
- h) mount regular exhibitions to promote our collections and the work of the Centre
- i) provide communities with the opportunity to mount exhibitions

3. Method of Delivery

We will deliver our objectives by:

- a) seeking opportunities to improve our front of house and enquiry services
- b) continuing to provide regular updates for our website to promote collections, events and activities
- c) using social media to promote events, activities and the work of the Centre
- d) continue to organise the monthly *Lunchtime Club* series of talks and other opportunities aimed at adult learners
- e) continue to offer *History Makers* sessions for children and families
- f) developing external partnerships to deliver events and activities
- g) working with Heritage Learning to provide a programme of activities to primary schools

- h) working with the Hull City Council's Employability Co-ordinator to provide work experience opportunities to school children and young people
- i) working with local and family history societies and other local community groups to put on regular activities and exhibitions

4. Evaluation

The History Centre's learning and outreach activities will be evaluated by:

- a) recording numbers attending school visits/workshops/activities
- b) evaluating the success of visits/workshops/activities by questionnaire or informal feedback
- c) recording website visits and hits
- d) recording feedback in hard copy or digitally
- e) by monitoring information collated by the ARA National Surveys Group (formerly the *Public Service Quality Group*), SCONUL and The Chartered Institute of Public Finance and Accountancy (CIPFA) returns

This policy will be reviewed every two years.

Last updated 23 October 2018

To be reviewed October 2020