

School visits at Kew Gardens - Prices and FAQs

How much will a school visit to Kew Gardens cost?

All school visits include a staggered booking fee which depends on the number of students. Education sessions incur additional fees. Our current rates are:

From 1st April 2016

Staggered Booking fee breakdown

Number of Students	Cost (£)
1 - 35	65
36 - 70	100
71 - 105	135
106 - 140	170
141 - 175	205
176 - 201	240

Please note: You do not have to pay the £3.50 entry fee per child.

Education Sessions

- 45 minute session (Tastes of Kew) £30 per group of 15 students.
- 90 minute session £60 per group of 15 students.

Key stage 5 Sessions only

- Half day (1 session) £75 per group of 15 students
- Full day (2 sessions) £150 per group of 15 students

The new KS5 programme is now live and has a more tailored approach, you can pick any 2 sessions to create your full-day at Kew or pick 1 session for a half-day.

The new KS4 programme is now live and is available from the 20th March 2017.

What is the difference between a 45 minute (Tastes of Kew) and 90 minute session apart from time?

A 90 minute session allows the group to go into more depth and for some sessions, may involve a more hands-on practical element.

What times are your sessions?

We have fixed timed slots for all sessions. The bookings team will allocate your sessions depending on availability, number of students, the resources required for your choice and number of students. All timetables will be on your booking documentation.

45 minute session times

10:30 – 11:15
11:25 – 12:10
12:40 – 13:25
13:35 – 14:20

90 minute session times

10:30 – 12:10
12:40 – 14:20

Please note: There is no flexibility on session timings

Key stage 5 timings – These are devised depending on your group's requirements.

What time do the gardens open?

From the 22nd April 2015, Kew Gardens will open at 10:00.

Please refer to the **plan your visit** pages on the Kew website - <http://www.kew.org/visit-kew-gardens/plan-your-visit-kew-gardens> for more details and daily closure updates under the visitor notices section.

Please note: From the end of April 2016 the Plants and People Exhibition in Museum Number 1 will be permanently closed

How do I book on-line?

All bookings need to be made online and at least 5 weeks in advance of your visit date - <http://www.kew.org/visit-kew-gardens/school-visits/book-school-visit>

We work on a first come, first served basis, at times your visit date may not be available, if this is the case; the bookings team will be in touch to discuss other options.

Please note – *If you require a visit date prior to that time this you will need to contact us directly by e-mail for approval.*

Are the Kew education sessions linked to the new curriculum?

All of our current programmes have been updated and link to the new curriculum.

From the **20th March 2017**, our new KS4 programme is available, this is a brand new exciting KS4 curriculum linked Biology and Geography programme and links to all exam boards.

In September 2016 we launched a brand new exciting KS5 curriculum linked Biology and Geography programme aimed at A, AS level, BTEC and International Baccalaureate students, these run on a half-day of full day basis and link to all exam boards.

On the **23rd February 2015**, we launched a new set of programmes (EYFS, KS1 and KS2) that are unique to Kew and bring the new curriculum to life.

On the **23rd April 2015**, we launched a new KS3 programme; that are unique to Kew and brings the new curriculum to life.

The sessions may be held in the gardens, one of our indoor learning spaces, our yurt or glasshouses depending on the topic.

Please note:

- *Where applicable, sessions enable progression in learning on key topics: for example – Plant Hunters in KS2 expands on the knowledge and experience gained in KS1. However they can also be taken in isolation.*

What is a basic visit?

A basic visit includes:

- entry to Kew Gardens for your students and staff (up to our minimum supervision ratios)
- two pre-visit planning tickets for teachers to plan their school visit to Kew Gardens and develop a risk assessment for the day. These are allocated on receipt of payment and are valid for 2 teachers to visit once on any date prior to your visit date
- a meet-and-greet service upon entry at the Victoria Gate.

You now charge for children, do visiting pupils have to pay this fee?

There is now an entrance fee of £3.50 for visiting children, visiting schools with a pre-paid booking do not have to pay this fee.

Please note: All schools / education / learning groups visiting Kew, must book in advance and on-line through the schools team and all bookings must be paid prior to the visit date.

Can I request a programme that is tailored to the needs of my group or not on the website?

When available, bespoke sessions are on offer. The minimum fee for this is £300 per group of 15, per day.

When can I come and visit for my pre-visit?

Every booking has 2 free entry tickets that act as pre-visit planning passes to help prepare for your visit.

Once we have received payment for your visit, your pre-visit passes are activated. You can come once on any day prior to your visit. Please ensure you bring the reference number / copy of your ticket and receipt document to show to gates staff.

How many students can I bring to Kew Gardens?

You can bring up to 201 students under one booking, accompanied by the appropriate number of adults.

If you'd like to bring more than 201 students, please email schools@kew.org for authorisation. It is rare we can accommodate higher numbers.

How many adults must accompany my students?

Kew Gardens requires specified adult:pupil supervision ratios, based on the age of the students. Entry for supervisory adults is included within the booking fee. Additional adults (above the supervision ratios) are charged a concessionary entrance fee of **£11.00** when booked in advance. Additional adults arriving on the day of the visit will be asked to pay full admission price on the gates.

Supervision ratios:

- Nursery and Reception: 1 adult per 2 students.
- Key Stage 1 (5-7 yrs): 1 adult per 5 students.
- Key Stage 2 (7-11 yrs): 1 adult per 8 students.
- Key Stage 3 (11-14 yrs): 1 adult per 10 students.
- Key Stage 4/5 (14-18 yrs): 1 adult per 12 students.

Can I bring extra adults?

Yes you can, if you want to bring more adults than the specified supervision ratios, ensure you add them at the point of booking.

Additional adults (above the supervision ratios) are charged a concessionary entrance fee of **£11.00** when booked in advance. Additional adults arriving on the day of the visit will be asked to pay full admission price on the gates.

Some of my students require 1:1 SEN support. Will we be charged extra for these support staff?

You will not be charged for these adults, even if they bring your total number of adults over the minimum supervision ratios.

Please indicate the number of students with SEN statements requiring 1:1 support when you fill your booking details.

How long should we stay at Kew Gardens?

Kew Gardens is a big place – over 132 hectares! It's nearly impossible to see everything in one day.

Most schools plan to spend at least 3 – 5 hours in the Gardens during their visit, we advise spending as long as possible. Please check our Visit Kew page for seasonal opening and closing times.

If you are booking education sessions, it is advisable to arrive at Kew Gardens by 10.30 at the latest and stay until at least 14.30. It may not be possible to provide the sessions that you request if your arrival and departure time does not allow the time necessary to deliver the sessions.

I booked online more than a week ago and I haven't received any information.

Please email schools@kew.org with the name of your school and date of booking submission.

Can my students store their packed lunches, bags and coats at Kew Gardens during their visit?

Unfortunately there are no storage facilities available for student use. Students must carry their belongings with them during their visit. Please advise students to pack light!

Can I visit Kew Gardens before my school trip to plan the day and carry out a risk assessment?

Yes. A planning pre-visit is strongly advised. Two pre-visit planning tickets are activated once payment has been received and your tickets and receipt document sent out. These are valid for 2 teachers to visit once on any date prior to your visit date. Please bring your Ticket and Receipt document OR Booking Reference Number to gain entry at the gates. Use our risk assessment for schools to help you finalise your risk assessment for your visit. This is found on our website and is sent out in our supporting information document once payment is made.

Can I make changes to my booking once I have received the booking document from Kew Gardens?

If you would like to enquire about changing the date of your visit, the number of students or adults you would like to bring to Kew Gardens, or your arrival and departure times, please contact the bookings team with your request, quoting your booking reference number.

We will make every effort to accommodate your request within the timeframes outlined in our terms and conditions, but cannot guarantee that changes will be possible, please note there is an alteration fee in place and at times fees may remain due. Please refer to our terms and conditions for more information.

Why is there a fee for school visits to Kew Gardens when children are allowed free entry?

Kew no longer offers free entry for children, children aged 4-16 must pay an entrance fee of £3.50.

A school visit to Kew Gardens offers real value for money. The booking fee includes:

- entry for all students
- entry for supervisory adults (up to our supervision ratios)
- a meet-and-greet service on the gate
- two free teacher planning pre-visit tickets

Remember: you can also book one of our hands-on engaging curriculum linked education sessions

Can I bring my students to Kew Gardens without a booking?

School groups must have a paid booking and tickets in order to enter Kew Gardens.

Please do not arrive at Kew Gardens with your students unless you have a fully paid booking. We cannot guarantee that your group will be allowed entry into the Gardens.

Who can book a visit through the schools booking system?

Any formal educational / learning group can book through us. These include Nurseries, Primary and Secondary Schools, Universities, Home Schools, Brownies and Scouts. We take bookings all year round.

Please note: There are no Education Sessions or Lunch facilities at the Weekends or during the School Holidays

The students / groups of students must be accompanied by members of staff / support at all times, whilst visiting. Please ensure you that the relevant supervision ratios are in place.

When are school visits available?

The Education sessions run by our experienced teachers operate Monday – Friday, during school term time. Weekend visits or visits during school holidays can be booked, though no lunch reservations or education sessions are available.

The 2015 – 2016 Kew terms are:

- **Autumn term 2015:** 1st September – 23rd October and 2nd November - 18th December
- **Spring term 2016:** 4th January – 12th February and 22nd February – 24th March
- **Summer term 2016:** 11th April – 27th May and 6nd June – 21st July

The 2016-17 Kew terms are:

- **Autumn term 2016:** 5th September – 21st October and 31st October – 21st December
- **Spring term 2017:** 3rd January – 10th February and 20th February – 31st March
- **Summer term 2017:** 18th April – 26th May and 5th June – 21st July

I teach at a special school for students with multiple and profound learning difficulties. Are there education sessions available for these pupils?

Yes, we offer a range of options for your students, please contact schools@kew.org for more information on what we can offer your students. Many of our sessions can be adapted to suit the needs of your students.

Can I design the timetable for our visit to Kew Gardens?

If you have booked Education Sessions, you will be provided with a timetable for the day.

Our programme operates on a set teaching timetable and the timings of your sessions are scheduled by the availability of our Kew teaching staff, our teaching facilities, as well as your arrival and departure time. We are unable to alter the timings of your sessions or your reservation in the schools@kew lunch area.

Are all groups provided with a lunch booking in the schools@kew lunch area?

We run on a first come first served basis and do not always have capacity for all groups each day. For reasons of safe guarding, we can only provide lunch bookings for students under the age of 16.

Please note we operate a waste free lunch area so please think about what you ask students to bring and take any rubbish with you to recycle back at school.

Why can't I book the date I want?

If the date you are looking for is unavailable, this could be for a number of reasons

- We are already fully booked on that day
- We have no availability for the session you have selected
- It is less than 5 weeks in advance of your visit date

I have made a booking with you, with a specific visit date - am I guaranteed my visit date?

Please note, we work on a first come, first served basis and there may be times, that we do not have availability due to the resources required for your session.

If we are unable to accommodate your group for any reason, you will receive an email / phone call from the Kew education team explaining why we aren't able to process your booking. In most cases, we will offer you alternative dates to your booking.

I want to visit in 2 weeks, why am I unable to book?

For all bookings we require a booking to be made 5 weeks prior to the visit date, if your visit date is less than 5 weeks in advance, please contact the team for authorisation prior to making a booking on schools@kew.org

Please note: For a late booking, please refer to the terms and conditions for revised payment terms.