

URRBRAE HOUSE HISTORIC PRECINCT
SCHOOLS PROGRAM
INFORMATION FOR TEACHERS

YOUR VISIT TO URRBRAE HOUSE

Dear Teachers

We know that you are very busy and there is a bit to read but we want to help ensure that your students get the most out of their visit to Urrbrae House. Thank you for taking the time to read all the information below.

Lynette Zeitz

Manager, Urrbrae House Historic Precinct

A. BEFORE YOUR VISIT

1. Year level of students

Our regular **program is aimed at primary students in Years 4 – 6** and priority is given to classes in these years. Visits by junior primary classes to Urrbrae House are possible but a **modified**, simpler version of our program is undertaken for **Years 1 - 2** (see Page 7).

Students from Years 3 and 7 may be accommodated, especially if your class is a composite one, but it is necessary to speak about this with:

- Barbara Wills (Urrbrae House Co-ordinator Ph 08 8313 7497) or
- Lynette Zeitz (Manager, Urrbrae House Historic Precinct Ph 08 8313 7425).

2. Numbers of students participating in the program in one session

Our program is designed for a maximum number of students is 30. We only take one class into the house at a time. If your class is larger than 30 students please speak to the Urrbrae House Co-ordinator to discuss how we might accommodate your class.

3. Cost

The cost for a class to attend the Urrbrae House Schools' Program is \$88.00 (incl. GST) (as of 1 January 2020).

4. Allergies and special needs

We ask that you advise us ***in advance*** of any issues or conditions that might affect a student's participation in the program. We are happy to discuss how we may work with you to facilitate the participation of students who have special needs.

In particular please advise us if any children have allergies. This is very important as students may be involved in food preparation and various types of morning tea are given to all students during their visit (see sections 16 and 20).



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Where a student has significant special needs please assist them by providing appropriate carer/s.

Urrbrae House is a two-storey heritage-listed building with disabled access to the top floor of the house only. Please advise the Urrbrae House Co-ordinator if a student in your class cannot manage stairs.

5. Health, Welfare and Safety

Please note that when visiting Urrbrae House you and your students are entering a building constructed in 1891 as a family home. The original balustrades (railings) around the outside verandahs and the inside Main Hall stairs are much lower than those in more recent buildings. All visitors are asked to take care not to lean on or over the balustrades.

All Urrbrae House staff and volunteers involved in our Schools' Program are required to have a "Working with Children Check (WWCC)". We do not allow other members of the public into Urrbrae House while the program is in operation.

The staff at Urrbrae House are trained First Aiders and there are two First Aid boxes in the house. In the event of an emergency evacuation of Urrbrae House, our staff and volunteers will lead all visitors to our emergency evacuation assembly point which is the large area of lawn to the west of the building.

6. Preparation at school before your visit

We find that students gain even more from their participation in our program if teachers have prepared their students in advance by at least discussing with the students who the Waites were and what life might have been like in the 1890s.

Please make your students aware that once they enter Urrbrae House the experience will be like "stepping back in time" or "being characters in a play." Students will need to use their imaginations.

Students will be referred to by their newly acquired Victorian names (name badges are supplied and worn) and all conversations will be conducted as if we are in 1892. During the program all our staff and volunteers remain in their 1890s characters. Discussions about computers, television and electronic game systems will be met with bewilderment.



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7. Students' personal belongings

Please aim to keep carry bags to a minimum. While in the house, students' belongings ("luggage" in 1892) such as bags, drink bottles and school hats will be stored on a trolley in a rear storeroom of Urrbrae House. These will be returned to students in the Main Hall at the end of their visit.



BICYCLING AND BICYCLE OUTFITS.

8. How to get to Urrbrae House

If coming by car or bus please enter the property from Fullarton Road at Urrbrae into Walter Young Avenue. Buses may park directly in front of the house in the circular driveway. Cars should park in the signposted Urrbrae House carpark. Visiting groups are met at the front door of the house.

If coming by public transport, the nearest access by bus is via Bus route 170 to stop 23 on Waite Road. From

there enter Gate 3 of the Waite Campus and walk west for a minute or two to the rear of Urrbrae House. Follow the path to the front door.

Alternatively, you can take Bus route 171 to stop 12 on Fullarton Road and then walk up the long driveway (Walter Young Avenue). Please note that the walk can take 15 minutes or more depending on your pace.

As Adelaide Metro timetables may change please check public transport information nearer to the time of your visit on the Adelaide Metro website <https://www.adelaidemetro.com.au>

9. Adults accompanying students on their visit

We understand that parents/carers often assist with transporting students by car on school excursions and expect that your class will have some supervising adults accompanying the students. We look forward to having these parents, carers and teachers enter into the spirit of our recreated historical experience.

However, please note that because of the size of some of the rooms in Urrbrae House and the nature of the activities being undertaken it is not practical to have large numbers of adults accompanying students inside the house. We would expect **no more than 8 adults** to be attending with one class.

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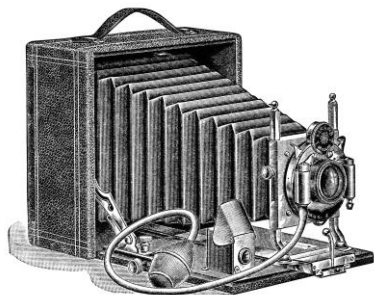
Accompanying adults are asked to allow Urrbrae House staff and volunteers to direct the morning's activities. While we appreciate parents' enthusiasm to get involved, we ask that they do not take over activities from their children as this lessens the students' learning experience.

10. Pre-school children

We understand that parents/carers may wish to bring the younger siblings of students on your excursion. However, because of Urrbrae House's heritage status, possible safety issues with stairs and the nature of the activities undertaken in our Schools' Program, it is **not possible** to have pre-school children including infants in the house while the program is underway.

11. Photography and mobile phones

While digital cameras, mobile phones and iPads did not exist in 1892, teachers and adults accompanying students to Urrbrae House are most welcome to take photographs during their visit. However, we ask that this be done with sensitivity and discretely so as not to interrupt the flow of activities being undertaken.



Urrbrae House is a museum where we preserve our heritage for future generations. If taking photographs of antique items (especially those that might be damaged by bright light such as old newspapers, books and paintings) please do not use flash photography. In general we do not encourage students to bring along cameras as having students stop their activities to take photographs can be very disruptive to their educational experience. If students do bring cameras we ask that these be carried by accompanying adults during the morning.

We understand that teachers and accompanying adults need to be contactable during their visit in case of emergencies. However, we ask that visitors do not use their mobile devices to text, make phone calls or check their emails/social media accounts during the visit unless there is an emergency.

12. Dividing your class into subgroups

Prior to your arrival at Urrbrae House please divide your:

- Year 4 - 6 class into **three** sub-groups of equal numbers keeping a gender balance in each sub-group if possible
- Year 1 - 2 class into **four** sub-groups of equal numbers.

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13. Arrival

Your group will be met at the front door of Urrbrae House by the “housekeeper” who will briefly outline to students the way the program will operate during the morning.

B. YEARS 4 - 6: AT URRBRAE HOUSE

14. Start and finish times

Our program begins promptly at **10.00am** and finishes at **12.30pm**. If your class has to travel some distance to reach Urrbrae House, we recommend you arrive by 9.50am so that students can use toilet facilities (located adjacent to the Urrbrae House gardens at the rear of the house) if needed before the program starts.

Because of the set-up required in the house on the morning of your visit we are unable to let your class into the house before 10.00am without prior arrangement.

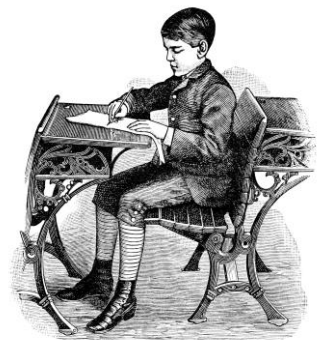
If your class must leave before 12.30pm please advise the Urrbrae House Co-ordinator **in advance** of your visit as we will need to adjust our schedule of activities to accommodate this.

15. The three groups: Ladies and Gentlemen, Schoolchildren and Servants

Each group takes on a different social status during the morning:

- a) ladies and gentlemen who are guests of the Waites;
- b) schoolchildren who have lessons with the governesses; and
- c) servants.

It would be very helpful if you can aim for gender balance in your ladies and gentlemen group even if gender balance is not possible in the other two groups. Students in the ladies and gentlemen group will be expected to engage in polite conversation with the Waites over a formal morning tea. These students should be asked to imagine that they live in a large, grand house like Urrbrae House and have servants of their own.



Once inside the house, every student is given a name badge and an article of costume appropriate to their status to wear over their existing clothing such as a vest, apron, pinafore or lace collar to help create the illusion of being back in 1892. Costumes are returned to our staff and volunteers at the end of the program but students may keep their Victorian name badges as souvenirs of their visit to Urrbrae House.

Each group will undertake different activities in different parts of the house during the program but all students will get to tour the house. Having different experiences enables students to discuss these differences with their classmates on their return to school.

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The three groups come together at the end of the morning to play a game of Signalman (similar to Musical Chairs except students try to find a seat in the train carriage when the train whistle blows).

16. Morning tea

Morning tea is provided to all students as part of their visit to Urrbrae House. The morning tea varies depending on the students' 1892 social status:



- a) ladies and gentlemen who are guests of the Waites:
 - ❖ Cucumber sandwiches made on-site by the servants [*white bread, Dairy Soft (Extra soft), continental cucumber*]
 - ❖ Victoria sponge cake [*shop-bought unfilled sponge cake, strawberry or raspberry jam, whipped cream, caster sugar*]
 - ❖ Lemon tea [*Bickfords lemon cordial and water*]

- b) schoolchildren and servants:
 - ❖ Fruit scones made on-site by the children servants [*white self-raising flour, butter, milk, sultanas, sugar, Dairy Soft (Extra soft)*]
(Please note: if for any reason the scones are not edible we have simple biscuits such as shop-bought shortbreads available as a back-up. This has only happened once in the last nine years.)
 - ❖ Slices of fresh oranges
 - ❖ Lemonade [*Bickfords lemon cordial and water*]

Water is available as an alternative to the “lemon tea/lemonade”.

As the children servants are involved in food preparation for the morning tea, please do not assign a child to the Servants group if he/she has any condition that means it is not safe for them to be involved in food handling, for example, the child has coeliac disease, relevant food allergies, injuries to their hands or skin conditions on their hands which might impact on their ability to handle food safely.

If any student is unable to eat the food provided by the program please have them bring along a suitable alternative for their morning tea.

17. Use of equipment by students

Please note that students assigned as servants who are involved in food preparation and laundry work may, under adult supervision, be using implements such as knives, scone cutters, graters, a hand-operated mincer (to mince dry bread crumbs), and a manual coffee grinder.

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C. YEARS 1 - 2: AT URRBRAE HOUSE

Following requests from teachers we developed a modified version of our regular Schools' Program to accommodate younger students which operates differently to the program for Years 4 - 6.

18. Timing of the Year 1 - 2 Modified Program

Our modified program begins promptly at **10.00am** and finishes at **12.30pm**. If your class has to travel some distance to reach Urrbrae House, we recommend you arrive by 9.50am so that students can use toilet facilities (located adjacent to the Urrbrae House gardens at the rear of the house) if needed before the program starts.

Because of the set-up required in the house on the morning of your visit we are unable to let your class into the house before 10.00am without prior arrangement.

If your class must leave before 12.30pm please advise the Urrbrae House Co-ordinator **in advance** of your visit as we will need to adjust our schedule of activities to accommodate this.

19. Modified Program for Junior Primary Students

A visiting Year 1 - 2 class is divided into four smaller groups and assigned a group leader who is one of the historic characters from 1892 such as Mrs Waite. The group leader takes the children to various areas of the house during the morning where the children undertake hands-on activities and meet other characters such as the governess and household servants.



All students are deemed to be visiting “ladies and gentlemen” and they all undertake the same activities during the morning but the sub-groups undertake these activities at different times.

Once inside the house, every student is given a name badge and an article of costume appropriate to their status to wear over their existing clothing (lace collars for girls, vests for boys) to help create the illusion of being back in 1892. Costumes are returned to our staff and volunteers at the end of the program but students may keep their Victorian name badges as souvenirs of their visit to Urrbrae House.

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Activities undertaken by the young students include:

- a) helping out in the Kitchen and Laundry. Tasks in these areas are simpler than in the regular program and may include using historic scales to weigh food, beating egg whites by hand, using a hand-operated mincer to mince dry bread crumbs (under close adult supervision), making pomanders using citrus fruit and cloves, using a mortar and pestle to grind sugar, and using historic washboards;
- b) making cards with one of the ladies in the Drawing Room;
- c) learning how to use ink pens in the Schoolroom with the governess;
- d) seeing inside the Library, Billiard Room and Miss Eva's Bedroom; and
- e) having morning tea in the Dining Room.

The four groups come together at the end of the morning to play a game of Signalman (similar to Musical Chairs except students try to find a seat in the train carriage when the train whistle blows).

20. Morning tea for Year 1 - 2 students

All students are served the same morning tea by our Maids (program volunteers):

- a) Cucumber sandwiches made on-site by our volunteers [*white bread, Dairy Soft (Extra soft), continental cucumber*]
- b) Slices of fresh oranges
- c) Lemonade [*Bickfords lemon cordial and water*]

Water is available as an alternative to the "lemonade".

If any student is unable to eat the food provided by the program please have them bring along a suitable alternative for their morning tea.

D. FURTHER INFORMATION

Please check out our webpage for additional information and resources.

<http://www.adelaide.edu.au/waite-historic/urrbraehouse/primary-schools>

If you have any queries please do not hesitate to contact:

Barbara Wills, Urrbrae House Co-ordinator - Ph 08 8313 7497 or
email barbara.wills@adelaide.edu.au

Lynette Zeitz, Manager, Urrbrae House Historic Precinct - Ph 08 8313 7425 or
email lynette.zeitz@adelaide.edu.au

21. Victorian images used in these notes may be found at *The Old Design Shop: Vintage Image Treasury*
<https://olddesignshop.com>