



Getting the most out of your visit

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Getting the most out of your visit

Practical Information

Booking a visit

Please telephone the fort office or email forteducation@waveleisure.co.uk to check availability. Once you have agreed on a date you must complete a booking form, which can be downloaded from www.newhavenfort.org.uk or sent to you via email. To complete the form, you will need the following information:

- 1 Name and address of school
- 2 Telephone number
- 3 Contact name
- 4 Teacher in charge (if different from 3)
- 5 Preferred date of visit
- 6 Arrival time
- 7 Purpose of visit
- 8 Age group
- 9 Number of children
- 10 Special needs of children or other requirements

Once your booking form is completed and received, the fort staff will confirm the date of your visit via email.

Risk assessments

A risk assessment template is available to help you plan your visit (please see final page of this document).

Accessibility and special educational needs

With the exception of the Eastern Magazine and Caponier, all areas of the fort are accessible for wheelchair users. All exhibition spaces are accessible. School groups with special needs are welcome. Please let us know your special needs requirements when making enquiries or bookings.

Facilities for school groups

- A large building (the Romney Hut) is available to keep belongings in.
- The Tea Room is open for refreshments, ice cream and confectionery during the fort's public open season (mid Feb – October). If you are visiting outside of the season the Tea Room will not be available.
- Food can be eaten outside on the ramparts, on the picnic tables by the playground or in the Romney Hut.
- The recreational play area is available for the under 12s.
- A souvenir shop offers a wide range of pocket money priced items as well as education resources including books, posters and postcards.



Getting the most out of your visit

Travelling to the Fort

By car/coach

- Newhaven Fort is well signposted from the A259 at Newhaven.
- Approximate travel times:

Brighton/Eastbourne/Lewes	30mins
Burgess Hill/Crowborough/Worthing	45mins
East Grinstead/Hastings/Horsham	60mins
Crawley/Tunbridge Wells/Guildford/ Sevenoaks	80mins
- There is free coach and car parking in the main visitor car park.
- Vehicles conveying wheelchair users can access the fort via Fort Rise and use the drop off point outside the fort entrance. Directions will be sent with your booking confirmation if necessary.

By train

- Trains run regularly to Newhaven Town Station, approximately 1.1 miles (1.8km) from the fort. If on foot head towards the town centre, over the swing bridge and take the first left to walk alongside the river, past Newhaven Marina and on to the fort. For further timetable information call Southern Rail on 03451 27 29 20 or visit www.southernrailway.com

By bus

- The Brighton & Hove Buses Coaster service (Number 12) runs regularly between Brighton and Eastbourne and buses stop throughout the town centre, approximately 0.7 miles (1.1km) from the fort.
- For timetable information visit www.buses.co.uk

Newhaven Fort story

Newhaven Fort is the last of a long series of defences built on the cliffs overlooking Seaford Bay, dating back to the Iron Age.

The fort you see today was started in 1862 and was the vision of a young Lieutenant in the Royal Engineers called John Charles Ardagh. It took ten years and six million bricks to complete. There were several novel design features; the first mass use of concrete in a military fortification, a new type of drawbridge and the fact that it was built into the contours of the land, rather than being built above ground like a traditional fort or castle.

At the end of the 19th century the fort needed updating and was practically rebuilt. New modern guns were installed and, amongst other things, baths were installed for the soldiers. When the First World War broke out, the harbour assumed even greater importance, shipping six million tons of supplies to France, and the fort



Getting the most out of your visit

became part of a larger network of defences that included gunboats, thousands of soldiers and a seaplane base in Seaford Bay.

When war broke out in 1939, Newhaven Fort was a vital element in the defence against the very real threat of German invasion. Thousands of soldiers were stationed in the area, including many Canadians who took part in the ill-fated Dieppe Raid from Newhaven. Troops also set out from here for the Normandy landings of 1944.

What to see

There are two elements to the attractions at Newhaven Fort. There are external features you can explore freely, including the caponier, ramparts and expense magazines, and exhibitions on important themes such as the Home Front and the Dieppe Raid. The exhibitions are located in the casemates, accessed from the Parade Ground.



Getting the most out of your visit

Curriculum links

History

- Local history
- Impact of military events and warfare locally and nationally
- Impact of war on politics and the populace nationally

Literacy

- Creative writing
- Poetry
- Integrating of listening, reading and writing
- Reflection and opinion
- Personal accounts
- Drama
- Use of media
- Propaganda
- Personal accounts

STEM

- Collection and estimation of data
- Shape and space
- Handling data and problem solving
- Graphs
- Geometry
- Systems control
- Characteristics and properties of materials

Art and Design

- Model making
- Development and evaluation of design and construction

Geography

- Changing landscapes



Getting the most out of your visit

Getting the most out of your visit

Structuring your visit

- Think of your visit in three parts: before, during and after
- Think about what your pupils will do and what you would like them to learn (learning outcomes)
- Consider the themes or curriculum links that are important to the visit, how preparatory work will support what the pupils do on-site and how the information that they collect during the visit will be used afterwards
- Most schools come for an all day visit and it is worth allowing 3-4 hours for your visit

Before you visit

- Introduce new concepts and vocabulary
- Explain what they will do during their visit to the fort
- Download the pre-visit activities (available at www.newhavenfort.org.uk)
- Explain what they will see. You can use the presentation on the website to help you

During your visit

- Decide how your pupils will collect information e.g. note-taking, taking photographs, sketching, talking to the adults
- Download the Educational Trail for your pupils
- Think about times your pupils will work in groups or come together as a whole class to share what they have learnt
- Think about the role of your adult helpers during the visit
- Download the Information for Teachers which accompanies the trail

After your visit

- Plan what the pupils will do with the material they have collected
- Download the follow-up activities to help develop ideas back in the classroom

Planning a visit

- Arrange a site visit to the fort. Site visits are free of charge to teachers
- Think about what your pupils will do before, during and after their visit
- Plan your visit using the template provided in this document
- Complete a risk assessment for your visit

Online information

- The following information is available from the fort website, www.newhavenfort.org.uk



Getting the most out of your visit

- Full story of the fort
- Pre-visit activities
- Follow-up activities
- Educational Trail
- 'What to Expect' Presentation

Useful information for adult helpers

- Children should be supervised at all times for their own safety and to gain the maximum benefit from their visit. There are staff trained in first aid on site at all times and several first aid kits are available should your own first aiders require assistance.
- In the event of an emergency the assembly point is on the parade ground between the Tea Room and the Romney Hut (see site plan provided).
- The playground is for use of the Under 12s only.
- When in doubt about anything please ask a member of fort staff.
- Finally, enjoy your visit!!



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Additional information

Planning a visit template

Theme of the visit (Learning outcomes)

Before the visit

During the visit

After the visit



Getting the most out of your visit

Exhibitions

Here is a summary of the exhibitions we recommend you see during your visit. These have most relevance to life on the home front, the Second World War and the history of the fort itself. (For a complete list please look on the website www.newhavenfort.org.uk)

Theatre

This is a great place to begin your exploration of the fort. The eight-minute film reveals the defensive history of the Castle Hill site on which the fort is built. Discover why and how the fort was built, and the construction details that made it unique in its time. See how the fort and the town of Newhaven played an active role in two World Wars and how, post-war, the fort was left derelict before being restored to its former glory.

History of the Fort

Timelines in here tell the story of the fort and the site it stands on. Find out what uses the fort had in both World Wars, plus much more!

Life in the Fort

This exhibition introduces you to life in the Victorian army, from recruitment to the barrack room. Learn about the uniforms, the long hours spent polishing and the sporting endeavours of the average British soldier.

Sussex Sea & Air

In this exhibition you will learn about the ships and aircraft that have helped defend the coastline throughout history, as well as some of the people that worked on them.

Dieppe and D-Day

The ill-fated Dieppe raid of 1942 and the Normandy landings of 1944 have particular relevance to the story of Newhaven's Second World War.

Home Front

You can't tell the story of the Second World War without mentioning the impact it had on everyday life in Britain, and this exhibition, one of the biggest at Newhaven Fort, does just that.

There is much to experience here. You can walk through a blitzed street and see how people tried to protect themselves and their homes. You can also listen to local people retelling their wartime experiences, discover the changing role of women, learn about the many restrictions on civilian life, consider what it was like to be an evacuee, and see how little you would have to eat – but at least the diet was healthy!

This exhibition is also home to our Air Raid simulation – a must see part of the fort. The air raid runs at regular intervals throughout the day.



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The Hidden Fort

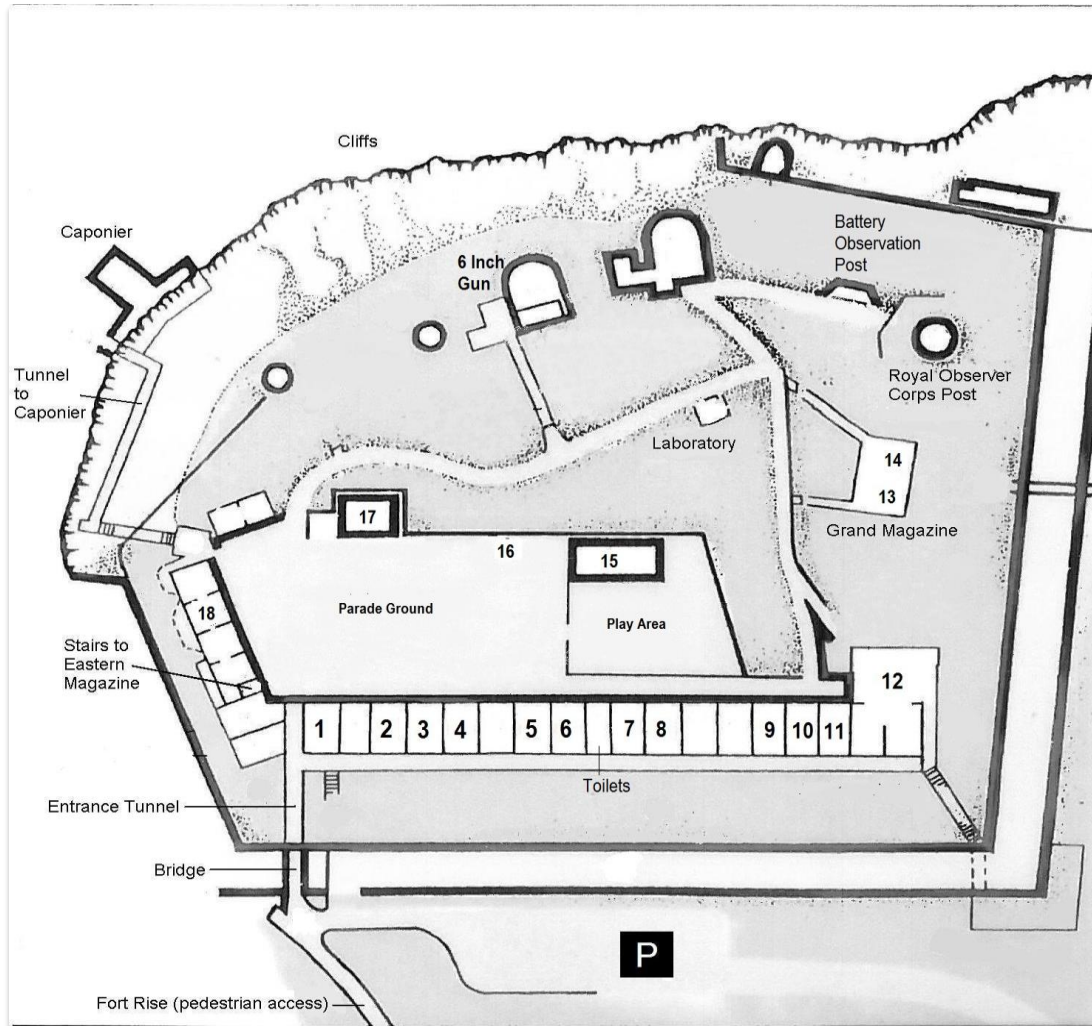
In the Grand Magazine you will find our *Hidden Fort* film, taking you into some parts of the fort that are not accessible to the public. You'll learn some fascinating (and perhaps surprising) facts!

The First World War

The First World War stands out as a war like no other, before or since. It is remembered for many different reasons – the loss of life and destruction, the trenches and new weapon technology, the home front and the changing role of women, the music and poetry, and how the war affected lives and changed the face of the world and the course of history forever. All these aspects are explored in this highly-praised exhibition.

Getting the most out of your visit

Site Plan



Key

1	Shop	7	Sussex Sea & Air	13	The Hidden Fort
2	Theatre	8	Sussex Yeomanry	14	Gunpowder Store
3	The Lost Fort	9	ROC Nuclear Defence	15	Romney Hut
4	History of the Fort	10	ROC World War Two	16	Emergency Assembly
5	Life in the Fort	11	Dieppe & D-Day	17	Tea Room
6	Activity Centre	12	The Home Front	18	First World War



Getting the most out of your visit

Fort timeline

Period	Date	Activity
Prehistory	750BC	Ancient Britons build earthwork on Castle Hill circa 750BC
Roman	AD45-250	Roman fort on Castle Hill AD45 to AD250
Tudor	AD1539	Harbour declines, River Ouse silts up and a new cut is made, thus creating a 'new haven' at the fishing village of Meeching
	AD1545	French raid south coast
	AD1548	1 st gun installed at Meeching, now often called New Haven
	AD1588	Spanish Armada invasion threat Battery with three guns built overlooking the harbour
Restoration	AD1660	Work conducted to fortify the port
Georgian	AD1756	Seven Years' War begins
	AD1759	1 st permanent gun battery on Castle Hill with 5 x 12 pounder guns
	AD1795	War with France
	AD1805	Napoleon plans to invade 8 x 24 pounder guns installed and manned by Volunteer Artillery Corps
Victorian	AD1847	Harbour improvements begin
	AD1852	Battery rearmed with 2 x 68 pounder and 4 x 32 pounder guns
	AD1855	Following a visit by the Duke of Wellington, a lunette battery with 6 x 64 pounder guns is built on the foreshore
	AD1859	Prime Minister Lord Palmerston fears French invasion and orders massive improvements to coastal defences costing £12m – Newhaven is destined to get a new fort
	AD1862-1872	Newhaven Fort built and armed with modern Rifled Muzzle Loading guns
Edwardian	AD1901	1901 major modernisation to Fort including installation of modern breech-loading guns



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20th century	AD1914	Start of First World War. Guns at Fort manned by Territorials of the Sussex Royal Garrison Artillery
	AD1918	First World War ends and Fort is put into care and maintenance
	AD1939	Second World War starts. The guns are manned by Territorials of 159 Heavy Battery, Royal Artillery
	AD1940	Invasion threat from Germany 6 inch guns manned by 100 Coast Battery and 2 x 12 pounders by 101 Coast battery
	AD1942	2 x Bofors Anti-Aircraft guns installed
	AD1941-1943	A new battery for 3 x 6-inch guns built on Castle Hill to replace those in the Fort
	AD1944-1945	By the end of the war the 12 pounders are the only guns manned within the Fort
	AD1946	Ukrainians of the Battle Area Clearance Unit man the Fort and the Territorial Army uses it for training
	AD1962	Fort handed over to the local authority by the army in operation "Double Century"
	AD1962-1969	Various proposals for use of Fort and new housing built on former gun battery
	AD1967	Developer begins to turn the Fort into a leisure centre and abandons project, leaving it derelict
	AD1979	Fort declared an ancient monument
	AD1981	A private developer restores the Fort
	AD1982	Fort reopens again
	AD1983	6 inch gun installed in its current position
	AD1985	Running the Fort as a private venture fails
	AD1988	Fort taken over by Lewes District Council to be run as a military heritage site
	AD2015	Fort taken over by Wave Leisure
	AD2020	Coronavirus pandemic forces the Fort to close. Cultural Recovery Funding is secured to help it reopen
	AD2021	Fort reopens with new exciting exhibitions!



Getting the most out of your visit

Risk Assessment

RISK ASSESSMENT FORM FOR OFF-SITE ACTIVITIES

Please complete one sheet for each Risk Assessment

Establishment		Department	
Group Leader		Date	
Location/Purpose	Newhaven Fort	Review date	
Other Staff			
Group Size		Ratio	

<p>Description of Hazards</p> <p><u>Site and environment</u></p> <p>Bad Weather Slips and trips on uneven surfaces Slips and trips on uneven stairs/steps Slipping down steep banks Unfenced gun emplacements Inappropriate use of hand rails Child wandering off</p> <p><u>Group and the individuals within it</u></p> <p>E.g. SEN, behavioural difficulties, learning disabilities</p> <p><u>Activity</u></p> <p>Falls from playground equipment</p> <p><u>Transport</u></p> <p>Traffic in car park Slips and trips</p>



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<p>Persons at Risk</p> <p>Children School staff and volunteers Members of the public Newhaven Fort staff</p>			
<p>Current Control Measures</p> <p>Supervision levels: Reception 1 adult:5 pupils, Years 1-3 1 adult:6 pupils, years 4-6 1 adult:10-15 pupils, Year 7+ 1 adult:15-20 pupils – minimum ratios Pupils stay on coach until ready to go into Fort Safety talk to group on arrival by Newhaven Fort staff Children keep off grass banks and guns Location of handwashing facilities highlighted Attention paid to warning notices Supervise children, top and tail groups with adults Frequent head counts First aid available Supervised and appropriate use of playground Impact absorbent flooring under playground equipment Appropriate use of hand rails Always walk around the Fort Fire/emergency assembly point on parade ground Clear boundaries of behaviour standards during activity Appropriate clothing worn</p>			
<p>Authorising Officer Comments</p>			
Signature of Group Leader		Date	
Signature of Authorising Officer		Date	