



## Education Workshops Invitation to Tender

### Who we are

Formed in 1985 Cornwall Heritage Trust (CHT) is a charity with the objective of preserving and strengthening Cornwall's unique and distinctive heritage and to engage with communities and audiences to inspire them to learn more about Cornwall's heritage, both tangible and intangible, and subsequently help to care for it.

We are based in Redruth and have ten members of staff. The Trust is led by our Board of Trustees, who are responsible for strategic oversight, while the day-to-day operations of the organisation are managed by the staff team, led by the CEO.

### What we do

CHT connects people with Cornwall's unique cultural heritage: its landscape, stories and people. Broadly, we do this in four ways:

1. **Sites** - We own and/or manage twelve historic sites in Cornwall and enable the public to visit them for free all year round;
2. **Education** - We run a growing programme of educational activities and resources as well as offering bursaries and schools transport grants;
3. **Community Engagement & Heritage Promotion** - We raise awareness of Cornwall's heritage via a programme of events and activities throughout the year, as well as ensuring that our websites, social media, eNewsletters and Annual Review engage people with Cornwall's heritage and the Trust's work;
4. **Volunteering** – We are re-launching our volunteering scheme this year with the intention of providing activities and events aimed at reducing isolation and loneliness and promoting wellbeing as well as learning new skills.

### Why we do it!

*"Ertach Kernow rag Onan hag Oll"* (Cornwall's heritage for One and All) is a theme which runs through the whole organisation.

A healthy sense of place creates strong communities, and strong communities are empowered to bring about positive change in their local area. We want Cornish communities to take ownership and pride in their heritage and landscape - to share the 'real' Cornwall with its diverse visitors and be inspired to treasure our environment for the benefit of generations to come.

From discovering our roots and making sense of the world around us to the well-being benefits of nature, we want to inspire everyone who connects with Cornwall to protect and cherish what makes it special.

## Where



Our work is centred in Cornwall, however we use our online presence and membership offering to reach the wider Cornish communities and diaspora, meaning that we have an international following.

CHT owns six sites and manages seven sites for English Heritage (one of which we co-own), the majority of which are Scheduled Ancient Monuments and one is also a Grade One Listed building. The sites are free to access all year round and we promote and maintain them.

## The Project – The Cornwall Heritage Trust Jubilee Volunteering Scheme

In March 2022 we were awarded a grant of £49,832 by the National Lottery Community Fund as part of the Platinum Jubilee funding programme. We launched this two-year project with beacon lighting celebrations at two of our historic sites, which were attended by over 1,300 people.

The project we are running aims to establish community volunteering groups at two of our sites – namely Castle an Dinas (near St Columb Major) and Sancreed Beacon. In addition to this we will run a programme of Story Cafes, guided walks, volunteering days, skills sessions and education workshops all aimed at inspiring people to get involved with the rich heritage surrounding them.

## The Proposal

We are seeking an organisation or individual to design and lead a series of education workshops to be delivered to Primary Schools local to the two sites. It is anticipated that these will comprise:

- A programme of workshops spanning three days at each location – a total of six days on-site, however this may involve the days being split into half day sessions
- One full day at each site in year one (pre April 2023) and the remaining two days at each site will take place in year two (pre April 2024)
- Curriculum-based learning about the sites, their history and the conservation issues
- Traditional skills activities
- Provision of a follow-up activity that can be completed with the teachers back at school e.g. an art or writing assignment - the results of which can be shared with CHT

## Additional Information

- The total budget for this commissioned piece of work is £5,000 to include travel and materials required for learning aids and resources
- All materials and resources will be designed and created by the facilitators, however CHT will provide open access to any information that may be useful
- CHT will arrange transport for the schools to visit the sites plus facilities on site e.g. portaloos
- In conjunction with the facilitators CHT will invite schools to attend and liaise with them to confirm arrangements

## Who we are looking for

We are looking for an organisation or individual with the following:

- A passion for Cornwall's history and for inspiring the next generation to understand and care about their heritage
- An understanding of conservation issues or a partner who can fulfil that element
- Ability to lead traditional craft activities or a partner who can fulfil that element
  
- Demonstrable experience of successfully delivering workshops to Key Stage 2 children
- Suitably qualified staff with a proven track record of designing curriculum-based activities
- Policies and procedures in place for risk assessment, safeguarding and child protection and letters of assurance relating to the relevant DBS checks etc.

## How to Apply

Please submit a covering letter (no more than two sides of A4) which details how you meet the requirements detailed above and how you would ensure that this element of our project is completed within the anticipated timescales. This should be accompanied by:

- CVs for all of the individuals who will be involved in facilitating the project
- Evidence of similar, successfully delivered, projects
- At least two references from former employers
- Confirmation that you can complete the project within the stated budget

## Deadlines, details etc

- The deadline for applications is **Monday 7<sup>th</sup> October 2022 at midday**
- Applications should be emailed for the attention of Cathy Woolcock to [info@cornwallheritagetrust.org](mailto:info@cornwallheritagetrust.org), with the email subject header: "*Tender for Education Workshops*"
- Following shortlisting it is anticipated that there will be an informal interview
- All applications will be acknowledged
- For questions or queries relating to this project please email Cathy Woolcock or call the office on 01209 707008

