

Guidance notes for educational visits

We hope you have an enjoyable trip to the Garden. Please read the following information carefully and feel free to contact us if you have any concerns or questions.

OUT OF BOUNDS AREAS

Three areas of the Garden are not accessible for school groups due to the small, delicate plants and for general safety:

- The Limestone Rock Garden by the Lake (No 5 on the map, F9)
- The British Wild Plants mound near the Fen display (No 16 on the map, N7)
- The Stepping Stones on the Lake (map E9)

Garden Café - School groups are not permitted at the café, nor to use the toilets there or use it to shelter in bad weather. The owners reserve the right to ask visitors who ignore this request to leave the Café.

KEY GUIDANCE

- Pupils under 16 must be accompanied by an adult while in the Garden. Our minimum adult:pupil ratios are: 7 years and under 1:5; 8–16 years 1:10.
- Accompanying adults are responsible for the behaviour and safety of children at all times.
- Space is limited in the Glasshouse range. Please enter in small groups of maximum 10 pupils and at staggered intervals.

BE SAFE IN THE GARDEN – how to have a happy visit

1. Come prepared – we are an outdoor venue with no undercover shelter so bring appropriate footwear, waterproofs, hat and suncream.
2. Please don't pick the plants! Items that have fallen from plants, such as petals, cones or leaves may be collected; but do not pick up anything in the Arid Lands glasshouse which might be prickly.
3. You can walk on the grass but don't trample wildflowers or bulb plantings in long grass. Do not tread on flowerbeds.
4. Please don't climb or swing on our trees, they are very precious and often rare.
5. Wash your hands after touching plants and before eating and drinking.
6. No part of any plant should be eaten.
7. We compost and recycle as much waste as possible. You can use the recycling bins available.

ALLERGIES

Plants are amazing but some can cause skin reactions in certain people. Avoid touching plants you can't identify and, if a skin reaction occurs, wash thoroughly with soap and water.

These are some common allergens that could be encountered during a visit to the Botanic Garden.

- Grass, tree and other pollens

- Fungal or mould spores
- Wasp, bee or other insect stings or bites
- Nut-bearing plants, banana and kiwi fruit plants
- Latex (a white milky substance) from Euphorbia species, rubber tree (*Hevea brasiliensis*) and cacti. Irritants in these plants only present a risk if the plants are cut or damaged.

FACILITIES AND EMERGENCY ARRANGEMENTS

Toilets

Toilets, including disabled facilities, are in the following locations:

- Garden Room (map F11) – private facilities for those who have booked this space or are on a taught workshop
- Behind the Glasshouse range (map G11) – open to the public
- At the Station Road entrance (map T13) – open to the public, includes a Changing Places facility.

Contact

If there is an emergency or you need to contact Botanic Garden staff for any reason, please call either 01223 331875 (Admin Office) or 01223 336265 (Enquiries). You can also go to a ticket office for help.

First aid

If you have an emergency, alert Botanic Garden staff immediately. All members of staff have a radio, or you can go to a ticket office. Trained first aiders are on site. **Ambulances must be called by Botanic Garden staff** as they are trained in the procedure to get emergency services onto the site.

Fire safety when inside a building

In the event of a fire or on hearing the fire alarm leave the building via the nearest fire exit and gather a safe distance from the building. In the Garden Room, please gather outside the Schools' Garden on the grass by the stream (map E10). Do not re-enter the building until the Fire Service has given permission.

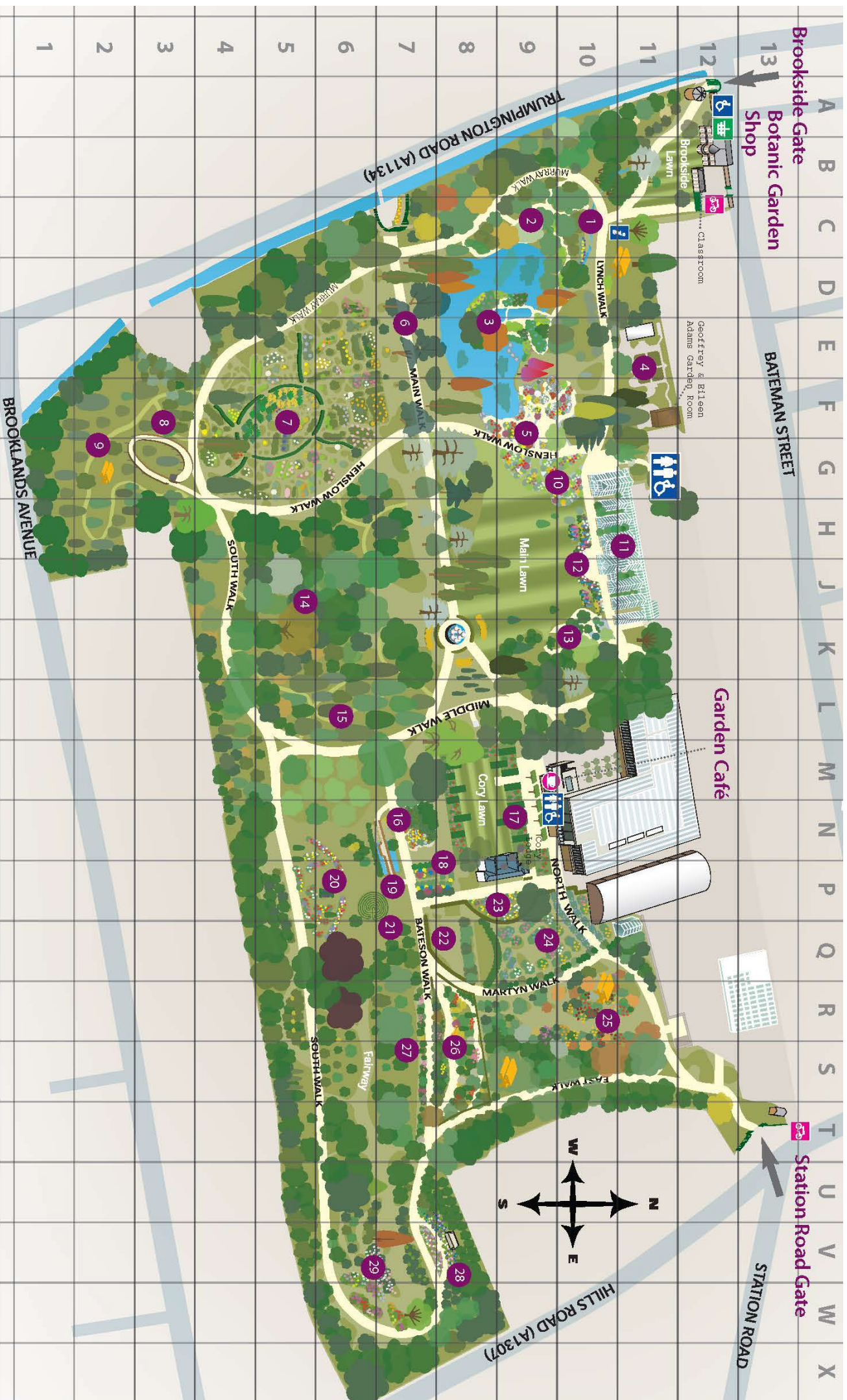
Lunchtime facilities and water

Picnics are allowed anywhere in the Garden - tables and benches can be found in the Autumn Garden (No 25 on map), next to the Schools' Garden (No 4 on map) and in the New Pinetum (No 9 on map).

The Garden Room kitchen and Glasshouse toilet block sinks provide drinking water. The Café also has a water refill point, but this should be used by adults only.

Safeguarding

If you have a safeguarding concern to report, please contact the Learning Office in the first instance on 01223 331 875 or education@botanic.cam.ac.uk If you feel that there is an immediate risk, please notify a ticket office.



- 1: Stream Garden
- 2: Woodland Garden
- 3: Bog Garden
- 4: Schools' Garden
- 5: Rock Garden
- 6: Main Walk
- 7: Systematic Beds
- 8: The Rising Path
- 9: New Pinetum
- 10: Mediterranean Beds
- 11: The Glasshouse Range
- 12: Bee Borders
- 13: Terrace Garden (New Zealand Flora)
- 14: Gilbert Carter Woodland
- 15: Old Pinetum
- 16: British Wild Plants
- 17: Cory Lawn
- 18: Dry Garden
- 19: Fen Display
- 20: Rose Garden
- 21: Grass Maze
- 22: Understanding Plants
- 23: Dry Meadow
- 24: Garden Research Plots
- 25: Autumn Garden
- 26: Winter Garden
- 27: Chronological Bed
- 28: Scented Garden
- 29: Herbaceous Beds