

## 6.6 Education Policy & Annual Action Plan (Full)

6.6 ■ Please submit copies of the museum's Education Policy and Annual Education Action Plan.

■ This is a Minimum Standard for Full Accreditation.

Please enclose formally approved documents along with your Application Form.

### ■ Requirements

- (i) Applicants must submit a copy of the museum's Education Policy.
- (ii) Applicants must submit evidence that the Education Policy has been formally approved by the governing body. A signed and dated minute from the governing body will fulfil this requirement.

### ■ Guidelines

- A. The Education Policy should contain the following information:
  - (a) Introduction and context - brief history of education provision in museum
  - (b) Education mission statement
  - (c) Aims and objectives
  - (d) Identification of target audiences
  - (e) Type of provision
  - (f) One-year action plan including details on staffing and resources
  - (g) Performance indicators
  - (h) Periodic review of the education policy
  
- B. See Factsheet 9: **Developing an Educational Policy**.