



## **NRS ARCHIVE EDUCATION and LEARNING POLICY**

### **Introduction**

This policy describes the National Records of Scotland (NRS) archive education and learning services and supports the NRS purpose of “We collect, preserve and produce information about Scotland’s people and history and make it available to inform present and future generations.”

The NRS Archive Education Service also supports two of the Scottish Government's sixteen National Outcomes set out in the National Performance Framework, 2007-2017, as follows:

- *Our young people are successful learners, confident individuals, effective contributors and responsible citizens.*
- *We are better educated, more skilled and more successful, renowned for our research and innovation.*

### **Aims**

- to raise awareness of NRS and its services
- to promote access to the national archives of Scotland to the widest possible audience
- to support the use of archives for learners in schools, colleges, universities and for adult and community learning
- to create inspiring and accessible on-line and on-site learning experiences
- to build partnerships to enhance the implementation of our policies and objectives

### **Objectives**

- to extend public access to the national archives and our expertise
- to ensure schools are aware of our services and resources and to ensure services are designed to best meet their needs
- to develop our outreach service for tertiary education and adult learners
- to extend the use of digital media to advertise and deliver our services world-wide for example facebook, twitter, podcasts, audio files and web conferencing

- to extend the range and breadth of Professional Learning opportunities within NRS for staff and trainee archivists, and for external users such as teachers, lecturers and other archive professionals
- to review regularly the NRS Education and Learning Policy to ensure it is up-to-date and fit for purpose

## **Methodology**

Learning about NRS archives takes place in a variety of contexts:

### **On-site**

- visits by school groups to NRS to engage in active learning workshops offered in our annual Schools Programme
- visits by university undergraduate and postgraduate student groups to engage in workshops using NRS sources
- attendance at a regular Scottish Handwriting course taught by NRS archivists arranged through the [University of Edinburgh's Office of Lifelong Learning](#) website
- general group visits to NRS to learn more about our organisation, our collections, exhibitions, expertise and services
- work experience placements for school pupils, students and volunteers

### **Off-site**

- web conferencing sessions delivered directly into classrooms of Scottish local authority primary and secondary schools
- talks on NRS and its services to local history, family history and other community groups in response to invitations
- attendance by NRS education staff at external events, for example Scottish Government education events, teachers' conferences, local history fairs and archive forums
- contributing to partnerships and working groups set up by Scottish Government and others to review and develop education policy and the curriculum

### **On-line**

- the provision of archive resources for teachers and pupils on our education website, [Scottish Archives for Schools](#) (SAfS), to support the delivery of Curriculum for Excellence and National Qualifications in Scottish schools
- the provision of practical tuition in palaeography for NRS staff, historians, genealogists and other researchers through our dedicated website [www.scottishhandwriting.com](http://www.scottishhandwriting.com)
- the publication of the NRS catalogues and record guides

## **Promotion**

NRS promotes its service to the public through:

- posters and leaflets
- media outlets including local press, magazines, radio and television
- websites, for example SAfS, Scottish Handwriting and [ScotlandsPeople website](#)
- direct marketing to specific audiences such as teachers and local authorities

## **Monitoring and evaluation of learning**

Statistical data is maintained for all contacts made during the course of learning activities and these contribute to NRS annual returns. Evaluation of learning events is routinely carried out and used to help enhance and develop the service.

Pro forma evaluation sheets are issued to all participants at events and collected for analysis.

Informal evidence, including outcomes of workshops, written reports and photographs, is also collected.

## **Key partners**

NRS Education Services work with a number of bodies in order to deliver its learning priorities. Principal amongst these are:

- [Education Scotland](#)
- [Scottish Council on Archives](#)
- [Scottish Association of Teachers of History](#)
- [The Archives for Learning and Education Section of the Archives and Records Association](#)
- [The Royal Society of Edinburgh](#)

## **Contact**

The Head of Education Services can be contacted on 0131 535 1340 or email [education@nas.gov.uk](mailto:education@nas.gov.uk)

This policy will be reviewed annually.

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