

## SESSION PLAN AND RISKS ASSESMENT

### PHOTOGRAMME / PHOTOGRAM

Duration of the activity : 1h15

Number staff/participant : 1/14 + 1 teacher (necessity to have a teacher as the activity take place in a dark room)

Aims & Objectives of the activity : To teach the vocabulary and expression according to an artistic activity. Apprendre les termes/expressions liés à une activité artistique. To develop the creativity and autonomy of the participant.

Equipment needed : key for the photogram room, chemical products (developer and fixing agent), letters, special paper, first aid kit and pens.

Place to do : dark room and outside (to collect objects)

Getting ready for the activity (at least 20 minutes before the activity)

Check all the information regarding the group : age, aptitude, experience and numbers. Make sure you have all the medical information.

Get the room ready. Put the products into the right bucket following and respecting the mesure indicated on the signs. Make sure you have the rest of the equipment ready to use (paper, letters, tweezers, ...)

**Advice #1** : do a test to make sure the products are working properly.

**Advice #2** : get the red lights on as soon as you instal the room as it will activate the ventilation of the room.

#### Starting the activity

Be on time at the meeting point ! Check everybody is here and make sure they all have the right equipment with them : medical equipment, workbook and a pen. Make sure a teacher is here and knows that he needs to come with you.

#### Introduction of the activity

Introduce yourself and the activity explaining how it will work. Ask each participant to introduce themselves.

The activity « photogram » is usually unknown for the participant (and the teachers !). Your explanation will make it clearer for them. We strongly advice as well as some clear explanation to **demonstrate** how the photogram will work to they can visualize the final result.

#### Creation time

On one session, you will have time to do one, maybe two photogram per participant. **As long as they make one** and have the opportunity to use letters (**3 maximum per person**) that is fine. This will avoid any jealousy between groups so it is important to make sure to do this minimum.

Give them some time to look for some object from the nature to use to personalized their photogram and push them to use their imagination. But be careful that they **respect the environment**, especially with the flowers around the château.

When you have everybody's back from their hunt, install them in the photogram room and start the creation time :

- 1- Switch off the white light : anticipate the groups reaction as some could panic ; be clear and announce everytime you will switch it off
- 2- Hand out the specific paper to each participant
- 3- Ask the kids to organize their objects on the **shiny side** of the paper
- 4- When everybody is ready, ask them to go down to not make any obstacles between the light and the paper. **Advice** : to have a better final result, place all the paper close to the white light.
- 5- Switch on the white light for **2 seconds maximum** (even less)
- 6- Take off all the objects and ask the kids to get in front of the first bucket with the developer.
- 7- Get one paper at a time into the developer (you can put 2, maybe 3) and leave it in until the picture is revealed (all the sides should be dark)
- 8- Rinse the paper quickly in the second bucket with water
- 9- Place the paper into the fixing agent and leave it for **30 seconds minimum**
- 10- Place the paper into the second water bucket to rinse it
- 11- Place the paper on the clothes line next to the wall for them to dry.

When everyone have put their paper into the fixing agent, you can switch the white light back on to see the final result. This is an important moment for all, as they will see their creation exposed to everyone else. Take this opportunity to introduce or repeat the vocabulary around their photogram.

If you have time, you can ask them to make a second photogram.

It takes around 20 minutes to make one photogram per person (for a group of 12 persons. Steps 6 to 10 are the longest one. You can win a bit of time if you place more than one paper in each bucket with the chemical products.

### **Workbook**

In the blue version, there are 2 exercices : first one is the vocabulary of the different objects they can use and the second one explain the steps to make a photogram. You can do it easily at the start or the end of the activity.

BE AWARE, there is no page for this activity in the red version. See with the teachers and the person on duty if you are in this situation. One solution is to copy the page of the blue version and make them fill it.

### **End of the session / Feedback**

At the end of your session, ask the participants feedback to see if they liked it and test their vocabulary : objects they used, technique, describe an image, ...

### **Hand out their photogram !!**

Don't forget to make them wash their hands.

Thanks them and remind them what they have next (meal, workbook, ...)

## Tidying

Put everything back to their place and clean the room = clean the tables and brush the floor. Keep the special paper in the cupboard inside the photogram room to preserve it from the light (better for its conservation).

If you are the last person of the day using the room, you need to empty the products from the bucket into the right barrel. If there is no barrel, see if there is an empty one in the kitchen (pavillon) or see the direction. If you fill one of the barrel with your product, tell somebody in the office.

### RISKS ASSESSMENT

<b>Danger</b>	<b>Risk</b>	<b>People at risk</b>	<b>Probability</b>	<b>Control measures</b>	<b>Results</b>
Chemical product	Allergy reaction ; ski reaction	All	Medium	The staff will check the medical issue in advance and will ask again before the group start the activity. All the participants will be ask to use tweezers to manipulate their paper into the buckets. For staff safety : do not drink or eat while you are getting the products ready for the session / don't forget to wash your hand once you're done.	Low
Injury outside	Injury	Group	Low	The staff will keep the control of the group and will stay with them while they are outside in a limited area.	Low
Fear of the dark	Panic attack	Group	Low	The staff will check at the start that nobody is affraid of the dark and will make sure a teacher will be with him/her all along the activity to be able to get the person out of the room if necessary.	Low
Getting product into the sink	Pollution	Environment	Medium	The staff will make sure to empty the used products into the right recipient. A staff member will take them to recycle after all.	Low
Belongings	Lost	Group	Medium	At the end of the session, give back the belongings (workbook, inhaler, ...)	Low