



THE STAINED GLASS MUSEUM

GROUP VISITS INFORMATION

WELCOME TO THE STAINED GLASS MUSEUM

Founded in 1972, and first opened to the public in 1979, The Stained Glass Museum houses a national collection of stained glass windows from the medieval to the modern period. Many of the windows on display were rescued by the museum, and the collection continues to grow each year with new gifts and purchases. Over 125 stained glass panels can be seen in the museum permanent display, and additional panels and windows are exhibited as part of temporary displays. In the main gallery there are also small displays of stained glass tools and glass materials.

The Stained Glass Museum provides a unique opportunity for visitors to view spectacular examples of the art of stained glass up-close through a variety of historic examples demonstrating different styles and techniques, and a variety of settings, both religious and secular.

PARKING

There is no parking available at The Stained Glass Museum or Ely Cathedral, but there are several free [Car Parks in Ely](#).

Free Long Stay Car Parks (early morning restrictions apply):

- Barton Road
- Ship Lane
- Fisherman's
- Newnham Street
- Forehill (Lower Section)

Free Short Stay Car Parks:

- St Mary's Street
- Newnham Street
- The Grange *Saturdays and Bank Holidays only)
- Forehill (Upper Section)

For coaches/buses, there is a coach drop off and pick up area just outside Ely Cathedral on The Gallery.

ACCESS

Entrance: The Stained Glass Museum is located on an upper level of Ely cathedral, accessed by a stone spiral staircase of 40 steps. Unfortunately, there is no lift access to the Museum.

Virtual Tour: For visitors unable to access the Museum there is a free virtual tour available at the Cathedral admissions desk by the west door on the ground floor.

Shop: There are two low steps into the Museum shop.

SHOP

Our shop sells a variety of unique handmade glass gifts, artwork, books, souvenirs and other items. The museum shop also features changing displays of selected contemporary artist's work that are available to purchase.

FACILITIES

Toilets: Although the Museum does not have any toilets, there are toilets in Ely Cathedral, including a fully accessible, disabled toilet.

Sensory: We have a 'touch' panel for visitors who are partially sighted or blind.

Children: for young visitors we have an interactive light box, trails and discovery packs.

OPENING HOURS

All year round:

Monday-Saturday 10.30am-5pm (last admission at 4.30pm)

Sunday 12.30pm-4.30pm (last admission at 4pm)

Please note the Museum is closed on 25 December, 26 December and Good Friday. For other temporary closures please check our [website](#).

GROUP ADMISSION PRICES

In 2018 the group rate will remain at £3.50 per Adult and £3 for Concessions (over 60s and full-time students with valid ID). A group consists of 10 or more visitors. If the group is made up of paying visitors and Museum Friends or Art Fund members, the Museum friend, Art Fund Members are admitted free of charge and non-members are eligible for the reduced group rate. Please bring your Friends or Art Fund membership cards with you.

For these reductions to apply, all admission fees must be made as one payment on the day (or in advance) of your visit, either by cash or cheque. If your group numbers drop below 10, the standard charge of £4.50 per adult and £3.50 per Concession will apply. (Invoice requests will be considered on an individual basis when booking).

Please note that if your group is also [visiting Ely Cathedral](#) on the same day, you may save money by buying a **combined group ticket** from Ely Cathedral. **If you would like a tour of The Stained Glass Museum you will still need to book your tour through The Stained Glass Museum.**

GUIDED TOURS

Group admission to The Stained Glass Museum by guided tour is subject to availability. Guided tours must be pre-booked in advance of your visit. Please contact us in advance so that we can do our best to accommodate your group. Tour fees apply.

Guided Tour: Our standard guided tour gives an introduction to the art of stained glass, including its making and development from the medieval to the modern period. Tours generally last for half hour to one hour and if your group has a special interest, or you wish your tour to have a particular emphasis, please let us know at the time of booking. The tour fee is currently a minimum of £25 per group (but

The Stained Glass Museum is a registered charity and an Accredited Museum.

Registered Charity No. 1169842
Accredited Museum No: 576

donations of larger amounts are welcomed). If the group is split into more than one tour any additional tours will be charged at £20 per group.

Curatorial Tours: If you would like a **Curatorial tour**, led by the Museum's Curator (generally only available Monday-Fridays) please contact us. This is a more in-depth tour, lasting one and a half hours and which, in addition to the above, includes a visit to the museum's reserve collection (where possible). Fees also apply for Curatorial tours, available on request. If the group is split into more than one tour any additional tours will be charged at £35 per group.

Due to space restrictions in the museum gallery the Museum requires that groups are limited to a maximum of 15 persons on each tour. Groups can be divided up and staggered, or if you are visiting another attraction, such as [Ely Cathedral](#), [Ely Museum](#), or [Oliver Cromwell House](#), groups can swap round.

If you would like to visit as a group but do not require a guide, groups can also enter on an unguided basis in their own small groups. Please Note: due to other group bookings, school visits and events, we advise that you pre-book your visit anyway so that we can make your visit as welcoming and enjoyable as possible.

BOOKING PROCEDURES

Please phone 01353 660347 (Monday to Saturday 10.30am-5pm, Sunday 12.30pm-4.30pm) to book your visit. Once we have checked that the date of your proposed visit is available, we will make a provisional reservation. To confirm your reservation we will send you a booking form to be returned to us as soon as possible. Until we receive the booking form your reservation will be treated as provisional. We understand that for organisational reasons bookings often have to be made some considerable time before your proposed visit and will do our best to accommodate your requests. It should be noted that admission fees will be those current at the time of your visit.

NUMBERS

We appreciate that at the time of booking it may only be possible to give us estimated numbers; if this is the case please confirm your exact numbers a minimum of two weeks prior to your visit. Charges are based on these figures.

CANCELLATIONS

If for any reason you need to cancel your booking we would be most grateful if you could advise us by phone or e-mail as soon as possible. Telephone Number: 01353 660347. Email: visits@stainedglassmuseum.com

CANCELLATION POLICY

For cancellations made more than 28 days in advance there will be no charge.

For cancellations made between 7 and 28 days in advance there will be a 50% charge, or one free date change.

For cancellations made less than 7 days in advance 100% of the booked activity will be charged, or we will allow one free date change.

If a date change has already been requested we cannot offer a refund on any subsequent cancellation and the full amount will be charged.

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Please bear in mind that The Stained Glass Museum is a registered charity (No.1169842) and in order to operate successfully it is important that we adhere to this policy.

Under rare or exceptional circumstances the Museum may have to cancel a booking. If a cancellation is necessary, we will do our utmost to contact you as soon as possible. You will be offered the option to transfer the booking to an alternative date, or to cancel your booking without charge.

The Stained Glass Museum reserves the right to cancel any bookings due to illness, or an unexpected service booking eg a funeral, or for health and safety reasons such as unforeseen maintenance work or extreme weather conditions. In the very unlikely event of such circumstances an alternative date will be offered or a full refund.

Please note that The Stained Glass Museum cannot take responsibility for travel or other costs.

HEALTH AND SAFETY

The Group's safety during your visit is our concern at all times. The Group is wholly responsible for ensuring that they comply with all current statutory health and safety regulations. In case of a fire evacuation or emergency please follow the instructions of your Guide. Qualified First Aiders are on duty in the Stained Glass Museum and Ely Cathedral at all times and available on request.

Please note that some of the floors in Ely Cathedral are uneven in places and care should be taken at all times.

SAFEGUARDING

The Stained Glass Museum takes very seriously its responsibility for the safety of children and vulnerable adults in its care. Visiting groups are required to ensure that children and vulnerable adults are protected at all times and aware of health and safety issues in the building.

All visiting groups must abide by the Stained Glass Museum Safeguarding Policy which can be found at: <http://stainedglassmuseum.com/groups>