

Select an option below:

- ♦ Introduction
- ♦ Activities
- ♦ Education
- ♦ Facilities
- ♦ Archaeology Field Group
- ♦ Finds Liaison Officer
- ♦ Library
- ♦ Research
- ♦ Volunteering
- ♦ Young WANHS

## Research

Our extensive Museum, Archive and Library collections are invaluable for those reasearching the archaeology, history, art or natural history of Wiltshire.

Our collections are used by many different people - by school children undertaking school projects, students, graduates and post-graduate students preparing dissertations and theses, and members of the public undertaking personal projects including family history research.

We do what we can to help researchers and enquirers and to give access to the reserve collections of the Museum, Archive and Library.

### Research Charter

#### Academic Research support overview

Our collections are Designated by Government as being of National significance, and we welcome the many researchers who wish to study them. In order to support your research, we encourage you to prepare your time visiting us well. This also helps us to prepare for your visit, making sure that your time and ours is spent effectively. The museum has a small staff, and issues such as exhibition schedules, project deadlines, holidays and staff illness can make it difficult or impossible for us to meet research requests at short notice. We will, however, help as much as we can.

#### Contacting the museum

Your query may be dealt with by different members of staff, so please use the general email address– [hello@wiltshiremuseum.org.uk](mailto:hello@wiltshiremuseum.org.uk) or by letter

#### Making an appointment and length of notice required

Appointment in writing /email, normally with the following:-

- Email / letter of recommendation from your supervisor
- Brief project outline identifying a real research need
- Evidence that you have conducted preliminary research, including checking sources such as:-

- [our collections database on the website](#)

- [our published museum catalogue.](#)

- [Wiltshire Historic Environment Record](#)

- Where relevant, you should provide evidence that you are competent to handle sensitive collections

- Ideally 2 months notice

- Research in the Archive and Library can usually be arranged at 2 weeks notice, but please note the [opening times of the Archive and Library](#) and that specialist research assistance is not always available, so if you have specific requests, please give as much notice as possible, particularly if you wish to see a large amount of material.

When you visit us, then please bring a form of identification with a photograph - such as a passport, university ID card or driving licence.

**Curatorial staff time available** – 1.5 FTE. The Archive & Library is run by volunteers.

**Average number of days spent researching the collections each year** – 25 visits taking 40 days

#### Equipment and facilities available

- microscope
- digital camera, copy stand
- electronic weighing scales
- shared workspace – often in use for the continuing cataloguing/documentation project
- photocopier / scanner
- gloves

#### Restrictions on use of objects including destructive analysis and sampling

- any request for destructive analysis or sampling is considered by the Board of Trustees, and requires their approval. The Board meet every 2-3 months, with papers due 2 weeks in advance. It may be possible in some circumstances for the request to be fast-tracked.

#### Loan arrangements

- any request for the loan of items from the collections is considered by the Board of Trustees, and requires their approval. Considerations include normal insurance, security and environment conditions

#### Access to related documentation

- extensive achive and library holdings relating to the history, archaeology and environment of the County, including full runs of major archaeological journals
- archaeological archive of excavations where this is extant, including photographs, plans and site notebooks

#### Access to stored objects

- by prior appointment only, particularly items on display
- all items retrieved on request

#### Facilities to browse collections

- collections documented on website, published catalogue
- Some sensitive categories of material are not listed on the website, contact the Curator for more information

#### Information researchers are expected to provide

- items should be identified in advance wherever possible by accession number, site name or by reference to published catalogues or reports

*Wiltshire HER*

Wiltshire Historic Environment  
Record

**Handling restrictions**

- Restrictions on handling fragile objects

**Photography**

- Extensive image library
- Photography allowed for private research; copyright and copies retained by museum
- Publication of photographs normally charged
- Any reproduction requires a credit to museum

**Copy of research requested**

- yes



[Privacy Statement](#)

[Sitemap](#)

Wiltshire Museum  
41 Long Street, Devizes, Wiltshire, SN10 1NS  
Telephone: 01380 727369  
Email: [hello@wiltshiremuseum.org.uk](mailto:hello@wiltshiremuseum.org.uk)  
<http://www.wiltshiremuseum.org.uk>



Supported using public funds  
**ARTS COUNCIL ENGLAND**

Wiltshire Archaeological and Natural History Society  
Company Limited by Guarantee Registered in England no. 3885649. Registered Charity No. 1080096