Paraeducation Department Booking Guidelines

The Paraeducation Department (Room 1) is available to book for casual and self-organised activities, and exchanges not programmed by IMMA. Please feel welcome to bring a regular activity into the museum for a few sessions, like a reading group or book club, or try it here for the first time. Organise a creative writing session. Rehearse for that poetry slam. Relocate the weekly stitch-and-bitch. Meet up with your language club. Start a philosophy corner.

Location and layout

Main Galleries (First Floor, East Wing), IMMA The Paraeducation Department is located in **Room 1** in the exhibition *Sarah Pierce: Scene of the Myth.*

The space is suited to small groups of up to 10 people. The room is configured with three large platforms for sitting and leaning on, and a set of floormats. Additional folding chairs are available.

The room is situated along a corridor with open doorways. There is some sound bleed from artworks in the adjacent gallery. Some paraeducation groups allow members of the public to pass through the space. Other groups prefer to cordon off the room with rope (provided). It is your choice. Please keep in mind that visitors will be able to look into the room from the corridor and adjacent gallery.

How to Book

The booking timeslots are a minimum of two hours. You may block-book consecutive slots on the same day or regular weekly sessions. Arrive or leave at any time during your booking.

Booking is free and open to the public. Please use the IMMA website to make a booking. The booking will need the name and email of a contact person. When you book online you will receive a confirmation email. If there is any change or issue with your booking, IMMA staff will contact you.

We recommend either no-tech or low-tech for the best paraeducation experience. If you wish to bring laptops or other devices, please arrive fully charged! There is no technical or audio/visual equipment in the room.

When you arrive

Please check in at Main Reception on arrival at IMMA for directions to the space and other queries. Large bags and backpacks are not permitted in the museum galleries. Secure lockers are provided free of charge in the main IMMA Building. If you leave the room during your booking, please take your belongings with you. It is an open space and is not secure. IMMA accepts no responsibility for possessions lost or stolen on the premises. Food and liquids are not allowed in the Paraeducation Department. There is a cafe in IMMA's Courtyard with seating outdoors and in the Main Reception, should you want a snack or refreshment before, during or after your session.

When using the space please follow directions from the IMMA Visitor Engagement Team with regard to public health and safety guidance and fire regulations. If you have any questions or problems please find an IMMA attendant (usually stationed outside the exhibition, near the bookshop) who can help you.

Fine print

IMMA respects your privacy and protects all personal information you provide when making a booking. The information you provide will be used only by the Irish Museum of Modern Art, to deliver services and to keep you informed with news, offers and future events. IMMA does not forward our database to external companies involved in marketing. If at any point, you wish to be removed from our database, please do not hesitate to <u>contact us</u>. Read IMMA's privacy policies here: <u>Website</u> <u>Privacy Policy Data Protection Policy CCTV Policy</u>. By booking you accept these guidelines