**Announcement regarding Public Access to the Harrow Local History Collection & Archive**

Following a partial closure period the Harrow Local History Collection & Archive along with the Museum Collections are now reopen to the public by appointment.

The records and collections within the Archive are currently in a process of being cleaned, treated, moved and re-categorized, which may restrict public use of the collection. Despite this, we will still be able to answer enquiries via email, post and/or phone depending on the collections involved. It may be that we are not able to answer some enquiries due to certain collections being offsite for specialist treatment.

Thanks to external funding from the UK Shared Prosperity Fund, we have the opportunity to undertake changes to the research room and the archive store in order to significantly improve public access, the care of the collection, and future preservation. As a result, the Harrow Local Collection & Archive and Museum Collection will need to close to the public to allow for the works to be undertaken. This closure date will be confirmed and publicised as soon as possible.

The future management of the collection will be prioritised through the creation of policies and procedures that will be in line within current sector guidelines supported by the National Archives, with the eventual aim of achieving accreditation.

These changes require a significant amount of the attention of the staff and volunteers and therefore response times may be affected. We aim to respond to enquiries within our normal 14-day response time during this period where possible. We will continue to enhance our digital catalogue which can be accessed on our website. The digital catalogue allows students, scholars, and members of the public to discover the types of records held by the Collection, anytime, anywhere.

We apologise for any inconvenience caused during this period but by undertaking this work now we will be improving the cultural service to the public in the future.

If you have any particular enquiries or concerns, please email [collections@headstonemanor.org](mailto:collections@headstonemanor.org).