General index to the archive

Site/Project Name: **Winchester Osborne Lankhills School**

Site Code: WINCM:AY 491

Site/Project Type: Watching brief

Year(s): 2012

Accession Number: WINCM:AY 491

Record Group	Contents	Comments	Box/File Number
	INTRODUCTION Written scheme of investigation	 22 sheets	Box 1 file 1
A	**REPORT** Watching brief report – see http://library.thehumanjourney.net/932		
B	**SITE DIARY** Watching brief records sheets 17/07/12-20/07/12	 4 sheets	Box 1 file 2
B	**PRIMARY CONTEXT DATA** Context checklist Context sheets 100-106	 1 sheet as numbered	Box 1 file 3
B	**CATALOGUE OF & PRIMARY DRAWINGS** Plan list Section list Plans Sections	 1 sheet 1 sheet 2 sheets 1 sheet	Box 1 file 4
D	**CATALOGUE OF PHOTOGRAPHS** B/W index Original digital imdex Archive digital index digital image thumbsnails	 1 sheet 2 sheets 2 sheets 2 sheets	Box 1 file 5

OXFORD ARCHAEOLOGY, JANUS HOUSE, OSNEY MEAD, OXFORD, OX2 OES

PDF/A SCAN

FILMING INSTRUCTIONS
Submitter OASouth
No. of copies: 2

Headings
Site information
Line 1: [OASouth] County[Hampshire] Parish:[Winchester]
Site[Osborne Lankhills School] Site code[WINCM:AY 491]
Line 2: Excavators name[D Poore]
Line 3:
Classification of material

	Tick if present
Index to archive	✓
Introduction	
A:Final Report	
A:Publication Report	
B:Site Data – Text: Diary/Daybook/Fieldnotes	
B: Site Data – Text: General Summaries	
B: Site Data – Text: Primary Context Records	
B: Site Data – Text: Synthesised Context Records	
B: Site Data – Text: Survey Reports	
B: Site Data – Text: Catalogue of Drawings	
B: Site Data – Text: Primary Drawings	
B: Site Data – Text: Synthesised Drawings	
C: Finds Data – Text: Primary Finds Data	
C: Finds Data – Text: Synthesised Finds Data	
C: Finds Data – Text: Specialist Reports	
C: Finds Data – Text: Box/Bag List	
D: Catalogue of Photos/Slides/Videos/X--rays	
E: Environmental/Ecofact Data: Primary Records	
E: Environmental/Ecofact Data: Synthesised Records	
E: Environmental/Ecofact Data: Specialist Reports	
F: Documentary	
F: Press and Publicity	
G: Correspondence	
H: Miscellaneous	

OASIS DATA COLLECTION FORM: England

Printable version

OASIS ID: oxfordar1-135093

Project details

Project name	Osborne School, Lankhills, Winchester
Short description of the project	Between the 17th and the 20th of July 2012 Oxford Archaeology undertook an archaeological watching brief on behalf of Taylor Wimpey South West Thames as commissioned by BF Survey. The project was located at the site of road improvements on the junction of Andover Road and Athelstan Road, Winchester. The results showed that no archaeological deposits survived on the site and that previous work had severely impacted upon the natural chalk. The deposits observed related to in-filling and landscaping of the site following these earlier works. Evidence for the installation of services was also identified.
Project dates	Start: 17-07-2012 End: 20-07-2012
Previous/future work	Yes / No
Any associated project reference codes	WINCM:AY491 - Sitecode
Any associated project reference codes	WINCM:AY491 - Museum accession ID
Type of project	Recording project
Site status	None
Monument type	INFILLING Modern
Significant Finds	NONE None
Investigation type	"Watching Brief"
Prompt	not recorded

Project location

Country	England
Site location	HAMPSHIRE WINCHESTER WINCHESTER Osborne School, Lankhills, Winchester
Study area	64.50 Square metres
Site coordinates	SU 478 303 51 -1 51 04 10 N 001 19 03 W Point

Project creators

Name of Organisation	Oxford Archaeology
Project brief originator	Not Known
Project design originator	Oxford Archaeology
Project director/manager	D.Poore
Project supervisor	B. Dean
Type of sponsor/funding body	Developer
Name of sponsor/funding body	Taylor Wimpey South West Thames

Project archives

Physical Archive Exists?	No
Digital Archive recipient	Oxford Archaeology
Digital Archive ID	WINCM:AY 491
Digital Contents	"other"
Digital Media available	"Images raster / digital photography","Text"
Paper Archive recipient	Winchester City Museum
Paper Archive ID	WINCM:AY 491
Paper Contents	"Stratigraphic","other"
Paper Media available	"Context sheet","Diary","Photograph","Plan","Report","Unpublished Text"

Project bibliography 1

Publication type	Grey literature (unpublished document/manuscript)
Title	Osborne School Lankhi l l s Winchester
Author(s)/Editor(s)	Dean B
Date	2012
Issuer or publisher	Oxford Archaeology South
Place of issue or publication	Oxford
Description	Client report
URL	http://library.thehumanjourney.net/932

Entered by	Nicola Scott (n.scott@oxfordarch.co.uk)
Entered on	5 October 2012

OASIS:

Please e-mail English Heritage for OASIS help and advice

WINCHESTER OSBORNE
LANKHILLS SCHOOL
WINCM: A/1491

BOX 1 FILE 1

INTRODUCTION

OXFORD ARCHAEOLOGY, JANUS HOUSE, OSNEY MEAD, OXFORD, OX2 OES

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Osborne School, Lankhills, Winchester

Written Scheme of Investigation for an Archaeological Watching Brief

Centred on SU 478 303

Table of Contents

1 Introduction

1.1 Project details

1.1.1 Oxford Archaeology (OA), has been commissioned by BF Survey on behalf of Taylor Wimpey South West Thames to undertake a watching brief on the site of proposed new highway works at Osborne School, Andover Road, Winchester.

1.1.2 Although the Local Planning Authority has not set a brief for the work, discussions with David Hopkins (of Hampshire County Council) have established the scope of work required; this document outlines how OA will implement those requirements.

1.1.3 All work will be undertaken broadly in accordance with local and national planning policies (NPPF Section 12).

1.2 Location, geology and topography

1.2.1 The site lies to the north of Andover Road and is centred on National Grid Reference SU 478 303. The site is located at c 60m OD.

1.2.2 The site is on the Seaford Chalk Formation, a sedimentary bedrock formed approximately 84 to 89 million years ago in the Cretaceous Period (BGS http://www.bgs.ac.uk/discoveringGeology/geologyOfBritain/viewer.html).

2 Archaeological and Historical Background and Potential

2.1 Archaeological and historical background

2.1.1 The site is located within an area which has been the subject of a series of excavations between 1967 and 1972, and then again between 2000 and 2005, which have been published in full (Booth et al 2010, and Clarke, 1979). The site is known to be situated within a Romano-British cemetery used throughout the 4th century (and possibly later), immediately to the east of the known Roman road leading toward Cirencester. The first excavation resulted in the identification and recovery of 444 inhumations and seven cremations (Clarke, 1979). A further 307 inhumations and 25 cremation burials were recorded in the later excavations (Booth et al 2010, Figs 2.1 and 2.2).

2.2 Potential

2.2.1 It is expected that the proposed works will encounter and reveal further Romano-British graves and possibly cremations. There is a high potential for disarticulated and articulated human remains to be encountered. These will constitute burials and disturbed remains, potentially from instances of intercutting burials or later disturbance. There may also be artefacts of varying material associated with the burials. There is a potential for any non-burial significant archaeological remains to be encountered within the scope of the works, such as roadside ditches or features associated with the limits of the cemetery.

2.2.2 The watching brief adjacent to these works, carried out in 2005 (Booth et al 2010) found that the depth of the overburden above the graves is limited (perhaps 50cm) and the depth of the (highly truncated?) graves themselves varies from 10 cm to 50cm.

3 Project Aims

3.1 General

3.1.1 The aims of the watching brief will be to:

(i) preserve by record any archaeological deposits, structures or features encountered during the course of any ground intrusions;

(ii) seek to establish the extent, nature and date of any archaeological deposits, structures or features encountered within the scope of the ground intrusion;

(iii) secure the analysis, conservation and long-term storage of any artefactual/ecofactual material recovered from the site;

(iv) disseminate results through the production of a unpublished client (grey literature) report.

3.2 Specific aims and objectives

3.2.1 The specific aims and objectives of the watching brief are:

(v) to accurately locate any graves within the project area;

(vi) to fully record any graves which are encountered;

(vii) to excavate any human remains, artefacts or archaeological evidence which will be impacted upon during the project;

(viii) to enable the preservation of any graves and associated remains and artefacts which will not be impacted upon during the project.

4 Project Specific Excavation and Recording Methodology

4.1 Scope of works

4.1.1 The project consists of the improvement of the junction between the Osborne School access road and the Andover Road, Winchester. This will comprise the reduction of the ground level and areas of subsequent build-up with imported materials.

4.2 Programme

4.2.1 It is anticipated that the fieldwork will take a week to complete, starting on July 16th 2012, by a team consisting of a Project Supervisor, with a Project Archaeologist if required, under the management of a Senior Project Manager (in this case Dan Poore, who managed the previous OA excavations on site).

4.2.2 All fieldwork undertaken by Oxford Archaeology (South) is overseen by the Head of Fieldwork, Dan Poore MIFA.

4.3 Site specific methodology

4.3.1 A summary of OA's general approach to excavation and recording can be found in Appendix A. Standard methodologies for Geomatics and Survey, Environmental evidence, Artefactual evidence and Burials can also be found below (Appendices B, C, D and E respectively).

4.3.2 Site specific methodologies will be as follows:

(i) the impact area is to be subject to archaeological excavation;

(ii) the area will be stripped by a mechanical excavator using a toothless ditching bucket under close archaeological control, to the level of the graves or to the top of the natural chalk;

(iii) the area will be hand cleaned to reveal the number of graves;

(iv) any graves or other features identified will be recorded and accurately located;

(v) the project engineer will then establish what additional depth is needed for the construction;

(vi) the graves and other features will be hand excavated to the maximum depth required for the construction, unless skeletal remains are encountered, in which case the grave and all skeletal remains and artefacts will be fully excavated irrespective of engineering depth;

(vii) reduction of the site to the maximum engineering depth will be under the supervision of the archaeologist. Prior to building up with imported material, or traffic of machinery, a membrane will be laid sufficient to protect the retained graves.

(viii) The results of the excavation will be recorded and reported and will accurately locate the graves, the degree of excavation, the results of the excavation, and a clear plan of the location of those graves retained in situ under the highway.

5 Project Specific Reporting and Archive Methodology

5.1 Programme

5.1.1 The report will be completed within six months of the completion of the fieldwork.

5.1.2 Three bound copies of the completed report(s) will be provided to Hampshire County Council. A CD containing a copy of the report in Adobe Acrobat (.pdf) format will also be provided.

5.2 Content

5.2.1 The content of this report will be as defined in Appendix F.

5.3 Specialist input

5.3.1 OA has a large pool of internal specialists, as well as a network of external specialists with whom OA have well established working relationships. A general list of these specialists is presented in Appendix G; in the event that additional input should be required, an updated list of specialists can be supplied.

5.4 Archive

5.4.1 The site archive will be deposited with Winchester Museum following completion of the project.

5.4.2 A summary of OA's general approach to documentary archiving can be found in Appendix H.

6 Health and Safety

6.1 Roles and responsibilities

6.1.1 The Senior Project Manager, has responsibility for ensuring that safe systems of work are adhered to on site. He delegates elements of this responsibility to the Project Officer, who implements these on a day to day basis.

6.1.2 The Director with responsibility for Health and Safety at OA is Robert Williams (Chief Operations Officer); he is advised by the OA Group Health and Safety Coordinator, Dan Poore (NEBOSH Level 3).

6.2 Method statement and risk assessment

6.2.1 A summary of OA's general approach to health and safety can be found in Appendix I. A risk assessment has also been undertaken and approved and will be kept on site, along with OA's standard health and safety file, which will contain all relevant health and safety documentation.

6.2.2 The H and S file will be available to view at any time.

7 Monitoring of works

7.1.1 At least 2 days notice of the commencement of the watching brief will be given to David Hopkins, County Archaeologist for Hampshire County Council.

7.1.2 David Hopkins or his representative will have free access to the site (subject to H and S considerations) and all records to ensure the works are being carried out in accordance with this WSI and all other relevant standards.

8 References

Booth, P, Simmonds, A, Boyle, A, Clough, S, Cool, HEM and Poore, D 2010 *The Late Roman Cemetery at Lankhills, Winchester. Excavations 2000-2005.* Oxford Archaeology Monograph 10.

Clarke, G, 1979 The Roman Cemetery at Lankhills, Winchester Studies 3: Pre-Roman and Roman Winchester. Part II, Oxford University Press

OA Standard Fieldwork Methodology Appendices

The following methods and terms will apply, where appropriate, to all OA fieldwork unless varied by the accompanying detailed Written Scheme of Investigation.

Copies of all OA internal standards and guidelines referred to below are available on request.

Appendix A. General Excavation and Recording Methodology

A.1 Standard methodology – summary

Mechanical excavation

A.1.1 An appropriate mechanical excavator will be used for machine excavated trenches. This will normally be a JCB or 360° tracked excavator with a 1.8 m to 2 m wide toothless ditching bucket. For work with restricted access or working room a mini excavator will be used.

A.1.2 All mechanical excavation will be undertaken under direct archaeological supervision.

A.1.3 All undifferentiated topsoil or overburden of recent origin will be removed down to the first significant archaeological horizon, in successive, level spits.

A.1.4 Following mechanical excavation, all areas of the trench that require examination or recording will be cleaned using appropriate hand tools.

A.1.5 Spoil heaps will be monitored in order to recover artefacts to assist in the analysis of the spatial distribution of artefacts. Modern artefacts will be noted but not retained.

A.1.6 After recording, the trenches will be backfilled with excavated material in reverse order of excavation, but will otherwise not be fully reinstated.

Hand excavation

A.1.7 All investigation of archaeological levels will be by hand, with cleaning, examination and recording both in plan and section.

A.1.8 Within significant archaeological levels the minimum number of features required to meet the aims will be hand excavated. Pits and postholes will usually be subject to a 50% sample by volume. Linear features will be sectioned as appropriate. Features not suited to excavation within narrow trenches will not be sampled. No archaeological deposits will be entirely removed unless this is unavoidable.

A.1.9 It is not necessarily the intention that all trial trenches will be fully excavated to natural stratigraphy, but the depth of archaeological deposits across the entire site will be assessed. The stratigraphy of all evaluation trenches will be recorded even where no archaeological deposits have been identified.

A.1.10 Any excavation, both by machine and by hand, will be undertaken with a view to avoiding damage to any archaeological features or deposits, which appear to be worthy of preservation in situ.

Recording

A.1.11 Written descriptions will be recorded on proforma sheets comprising factual data and interpretative elements.

A.1.12 Where stratified deposits are encountered a Harris matrix will be compiled during the course of the excavation.

A.1.13 Plans will normally drawn at 1:100, but on urban or deeply stratified sites a scale of 1:50 or 1:20 will be used. Detailed plans will be at an appropriate scale. Burials will be drawn at scale 1:10 or recorded using geo-referenced digital photography.

A.1.14 The site grid will be accurately tied into the National Grid and located on the 1:2500 or 1:1250 map of the area.

A.1.15 A register of plans will be kept.

A.1.16 Long sections of trenches showing layers will be drawn at 1:50. Sections of features or short lengths of trenches will be drawn at 1:20.

A.1.17 A register of sections will be kept.

A.1.18 Generally all sections will be tied in to Ordnance Datum.

A.1.19 A full black and white and colour (digital) photographic record, illustrating in both detail and general context the principal features and finds discovered will be maintained. The photographic record will also include working shots to illustrate more generally the nature of the archaeological work.

A.1.20 Photographs will be recorded on OA Photographic Record Sheets.

A.2 Relevant industry standards and guidelines

A.2.1 The Institute for Archaeologists' Standard and Guidance notes relevant to fieldwork are:

- Standard and Guidance for Field Evaluation
- Standard and Guidance for Excavation
- Standard and Guidance for an Archaeological Watching Brief.

A.2.2 These will be adhered to at all times.

A.3 Relevant OA manual and other supporting documentation

A.3.1 All fieldwork will be undertaken in accordance with the requirements of the OA Field Manual (ed. D Wilkinson 1992), and the revised OA fieldwork manual (publication forthcoming).

A.3.2 Further guidance is provided to all excavators in the form of the OA 'Fieldwork Crib Sheets - a companion guide to the Fieldwork Manual'. These have been issued ahead of formal publication of the revised Fieldwork Manual.

Appendix B. Geomatics and Survey

B.1 Standard methodology – summary

B.1.1 The aim of OA methodology is to provide comprehensive survey cover of all investigation areas. Additionally, it is designed to provide coverage for any areas, beyond the original scope of the project, which arise as a result of further work. It provides digital plans of all required elements of the project and locates them within an overall grid.

B.1.2 It also maintains all necessary survey data and ensures that the relevant information is copied into the primary record, in order to ensure the integrity of the project archive. Furthermore, it ensures that all core data is securely stored and backed up. It

establishes accurate project reference systems utilising a series of control stations and permanent base lines.

B.1.3 The survey will be conducted using a combination of Total Station Theodolite (TST) survey utilising Reflectorless Electronic Distance Measurement (REDM) where appropriate, hand-measured elements and GPS (Global Positioning System).

B.1.4 Before the main work commences, a network of control stations will be laid out encompassing the area. Control stations will be tied in to known points or existing features using rigorous metric observation. The control network will be set in using a TST to complete a traverse or using techniques as appropriate to ensure sufficient accuracy. A GPS, or other appropriate method, will be used to orientate the control network to National Grid or other recognised coordinate system.

B.1.5 All control stations will be checked by closed traverse and/or GPS, as appropriate. The accuracy of these control stations will be accessed on a regular basis and re-established accordingly. All stations will be recorded on Survey Control Station sheets.

B.1.6 Each control station will be marked with a PGM (Permanent Ground Marker). Witness diagrams will include the full 3-D co-ordinates generated, a sketch diagram and measurements to at least three fixed details, written description of the mark and a photograph of the control point in its environs.

B.1.7 Prior to entry into the field all equipment will be checked, and all pre-survey information will be logged onto the field computer and uploaded onto survey equipment as appropriate. The software in the field computer will be verified and all cabling between the GPS and/or TST and computer will be checked. Prior to conducting the survey the site will be reconnoitred for locations for a viable control network and check the line of sight and any possible hindrance to survey. Daily record sheets will be kept to record daily tasks and conditions.

B.1.8 All spatial data will be periodically downloaded onto a field computer, and backed up onto CD, or DVD. It will be cleaned, validated and inspected.

B.1.9 All survey data will be documented on daily survey record sheets. Information entered on these sheets includes key set up information (Instrument height etc.) as well as daily variables and errors/comments. All survey data will be digitally recorded in a raw format and translated during the download process this shall allow for any errors to be cross referenced with the daily survey record and corrected accordingly.

B.1.10 A weekly summary of survey work will be produced to access development and highlight problems. This information also will be recorded on the weekly survey journal. Technical support for the survey equipment and download software shall be available at all times. In those instances where sites are remotely operated, all digital data will be backed up regularly and a copy returned to Oxford on a weekly basis.

B.1.11 A site plan will initially be created by a rapid survey of relevant archaeological features by mapping their extent using a combination of TST and GPS. This will form the basis for deciding excavation strategy and will be updated as the excavation clarifies the extent of, and relationships between, archaeological features.

B.1.12 Excavated archaeological interventions and areas of complex stratigraphy will be hand drawn. At least two Drawing Points (DPs) will be set in as a baseline and measurements taken off this by tape and offset. The hand drawn plans will be referenced to the digitally captured pre-site plan by measuring in the DPs with a TST or GPS. These hand drawn elements will then be scanned in, geo-referenced using the

DPs as reference points and digitised following OA's digitising protocols. For further details on hand planning procedure please refer to the fieldwork guidelines.

B.1.13 Where appropriate rectified photography may be used to record standing structures or burials. This will be carried out in line with Standard OA procedures for rectified photography.

B.1.14 Survey data recorded in the field will be downloaded using appropriate downloading software, and saved as an AutoCAD Map DWG file, or an ESRI Shapefile. These files will be regularly updated and backed up with originals being stored on an OA server in Oxford.

B.1.15 All drawings will be composed of closed polygons, polylines or points in accordance with the requirements of GIS construction and OA Geomatics protocols. Once created, additional GIS/CAD work will normally be carried out at the local OA central office or at on-site remote locations when appropriate. Support for all GIS/CAD work will be available from OA's Oxford Office during normal office hours. The aim of the GIS/CAD work is to produce workable draft plans, which can be produced as stand-alone products, or can be readily converted to GIS format. Any hand-drawn plans will be scanned and digitised on site in the first instance. Subsequent plans will be added to the main drawing as it develops.

B.1.16 All plan scans will be numbered according to their plan site number. Digital plans will be given a standard new plan number taken out from the site plan index.

B.1.17 All digital data will be backed up incrementally on CD or DVD. On each Friday the entire data directory will be backed up and returned to Oxford where it will be copied onto the OA projects server. Each CAD drawing will contain an information layout which will include all the relevant details appertaining to that drawing. Information (metadata) on all other digital files will be created and stored as appropriate. At the end of the survey all raw measurements will be made available as hard copy for archiving purposes.

B.2 Relevant industry standards and guidelines

B.2.1 English Heritage (2009), Metric Survey Specifications for Cultural Heritage

B.2.2 English Heritage (2006), Understanding Historic Buildings A Guide to Good Practise

B.2.3 English Heritage, (2007) Understanding the Archaeology of Landscapes A Guide to Good Recording practise

B.3 Relevant OA manual and other supporting documentation

B.3.1 OA South Metric Survey, Data Capture and Download Procedures

B.3.2 OA South Digitising Protocols

B.3.3 OA South GIS Protocols

B.3.4 These will be superseded by the OA South Geomatics Manual (in progress).

APPENDIX C. ENVIRONMENTAL EVIDENCE

C.1 Summary of Standard methodology

C.1.1 Different environmental and geoarchaeological sampling strategies may be employed according to established research targets and the perceived importance of the strata under investigation. Where possible an environmental specialist(s) will visit the site to

advise on sampling strategies. Sampling methods will follow guidelines produced by English Heritage and Oxford Archaeology. A register of samples will be kept. Specialists will be consulted where non-standard sampling is required (eg. TL, OSL or archaeomagnetic dating) and if appropriate will be invited to visit the site and take the samples.

C.1.2 Geoarchaeological sampling methods are site specific, and methodologies will be designed in consultation with the geoarchaeological manager on a site by site basis.

C.1.3 Bulk soil samples, where possible of 40 litres or 100% of a deposit if less is available, will be taken from potentially datable features and layers for flotation for charred plant remains and for the recovery of small bones and artefacts. Larger soil samples (up to 100L) may be taken for the complete recovery of animal bones, marine shell and small artefacts from appropriate contexts. Smaller bulk samples (general biological samples) of 10-20 litres will be taken from any waterlogged deposits present for the recovery of macroscopic plant remains and insects. Series of incremental 2L samples may be taken through buried soils and deep feature fills for the recovery of snails and/or waterlogged plant remains, depending on the nature of the stratigraphy and of the soils and sediments. Columns will be taken from buried soils, peats and waterlogged feature fills for pollen and/or phytoliths, diatoms, ostracods and foraminifera if appropriate. Soil samples will be taken for soil investigations (particle size, organic matter, bulk chemistry, soil micromorphology etc.) and possibly for metallurgical analysis in consultation with the appropriate specialists.

C.1.4 Bulk samples from dry deposits will be processed by standard water flotation using a modified Siraf-style machine and meshes of 0.25mm (flot) and 0.5 or 1mm depending (residue). Heavy residues will be wet sieved, air dried and sorted. Samples taken exclusively for the recovery of bones, marine shell or artefacts will be wet sieved to 2mm. Waterlogged samples (1L sub-sample) and snail samples (2L) will be processed by hand flotation with flots and residues collected to 0.25mm (waterlogged plants) and 0.5mm (snails) respectively; these flots and residues will be sorted by the specialist. Samples specifically taken for insects, pollen, other microflora and microfauna, metallurgy and soil analysis will be submitted as whole earth to the appropriate specialists or processed following their instructions.

C.2 Relevant Industry Standards and Guidelines

C.2.1 English Heritage 2010. Waterlogged Wood: Guidelines on the recording, sampling, conservation and curation of waterlogged wood.

C.2.2 English Heritage 2001. Archaeometallurgy. Centre for Archaeology Guidelines 2001.01.

C.2.3 English Heritage 2011. Environmental Archaeology. A guide to the theory and practice of methods, from sampling and recovery to post excavation, (2nd ed)

C.2.4 English Heritage 2004. Dendrochronology: Guidelines on Producing and Interpreting Dendrochronological Dates.

C.2.5 English Heritage 2006. Archaeomagnetic Dating. Guidelines for Producing and Interpreting Archaeomagnetic Dates.

C.2.6 English Heritage 2007. Geoarchaeology. Using Earth Sciences to Understand the Archaeological Record.

C.2.7 English Heritage 2008. Luminescence Dating. Guidelines on Using Luminescence Dating in Archaeology.

C.2.8 English Heritage 2008. Guidelines for the Curation of Waterlogged Macroscopic Plant and Invertebrate Remains.

C.3 Relevant OA manual and other supporting documentation

C.3.1 Oxford Archaeology 2005. Environmental Sampling Guidelines, 2nd ed.

APPENDIX D. ARTEFACTUAL EVIDENCE

D.1 Summary of Standard methodology

D.1.1 Before a site begins arrangements concerning the finds will be discussed with the Head of Finds. Information will be provided by the project manager about the nature of the site, the expected size and make-up of the finds assemblage and any site specific finds retrieval strategies. On-site requirements will be discussed and a conservator appointed who can be called on to make site visits if required. Special requirements regarding particular categories of material will be raised at this early stage for instance the likelihood of recovering assemblages of waterlogged material, large timbers, quantities of structural stone or ceramic building material. Specialists may be required to visit sites to discuss retrieval strategies.

D.1.2 The project manager will supply the Head of Finds with contact details of the landowner of the site so that consent to deposit any finds resulting from the investigation can be sought.

D.1.3 The on-site retrieval, lifting and short term packaging of bulk and small finds will follow the detailed guidelines set out in the OA Finds Manual (sections 2 and 3), First Aid for Finds and the UKIC conservation guidelines No.2.

D.1.4 All finds recovered from site will be transported to an OA regional office for processing; local sites will return finds at the end of each day, away based sites at the end of each week. Special arrangements can be discussed for certain sites with the department manager before the start of a project. Larger long running sites may in some instances set up on-site processing units to deal with the material from a particular site.

D.1.5 All finds qualifying as Treasure will be removed to a safe place and reported to the local Coroner according to the procedures relating to the Treasure Act (1996), and the Treasure (Designation) Order 2002. Where removal can not be effected on the same working day as the discovery, suitable security measures will be taken to protect the finds from theft.

D.1.6 Each box of finds will be accompanied by a finds context checklist itemising the finds within each box. The number of bags of finds from each context and individual small find from each context will be recorded. A member of the processing team will check the list when it arrives in the department. There are separate forms for finds recovered from fieldwalking.

D.1.7 The processing programme is reviewed on a weekly basis and priorities are worked out after discussions with the Head of Fieldwork and the Head of Post-excavation. Project managers will keep the Head of Finds informed of any pressing deadlines that they are aware of. All finds from evaluations are dealt with as a matter of priority.

D.1.8 All bulk finds are washed (where appropriate), marked, bagged and boxed by the processing team according to the guidelines set out in section 4 and 5 of the OA Finds Manual, First-aid for finds and the UKIC guidelines No.2. They must also take into

account the requirements of the receiving museum. Primary data recording count and weight of fragments by material from each context is recorded on the site database.

D.1.9 Unstable and sensitive objects are recorded onto the database and then packaged and stored in controlled environments according to their individual requirements. The advice of a conservator will be sought for sensitive objects in need of urgent conservation. All metalwork will be x-rayed prior to assessment (and to meet the requirements of most receiving museums).

D.1.10 Finds recovered from the environmental sample processing will be incorporated into the main assemblage and added to the database.

D.1.11 On completion of the processing and data entry a finds file for each archaeological investigation will be produced, a summary of which is available for the project manager. The assemblage is allocated an OA number for storage purposes. Bulk finds are stored on a roller racking system, metals in a secure controlled storage and organic finds are refrigerated where possible.

D.1.12 The movement of finds in and out of the department storage areas is strictly monitored and recorded. Carbon copy transit forms exist to record this information. Finds will not be removed from storage without the prior knowledge of the Head of Finds.

D.1.13 Finds information summarised in the finds compendium is used to assess the finds requirements for the post excavation stages of the project. The Finds department holds a list of all specialists used by OA (see below) both internal and external.

D.1.14 On completion of the post excavation stage of the project the department prepares the finds assemblage for deposition with the receiving museum. Discussions will be held with the museum, the excavator and the head of finds to finalise any selection, retention or discard policy. Most museums issue strict guidelines for the preparation of archives for deposition with their individual labelling, packaging and recording requirements.

D.2 Relevant industry standards and guidelines

D.2.1 UKIC, 1983, Packaging and Storage of Freshly-Excavated Artefacts from Archaeological Sites. Conservation Guidelines No.2. Archaeology Section, United Kingdom Institute for Conservation.

D.2.2 UKIC, 1988, Excavated Artefacts and Conservation: UK sites Revised Edition. Conservation Guidelines No.1. Archaeology Section, United Kingdom Institute for Conservation.

D.2.3 Society of Museum Archaeologists, 1993, Selection, retention and dispersal of Archaeological Collections. Download available via http://www.socmusarch.org.uk/publica.htm)

D.2.4 Watkinson, D E & Neal, V, 1998, First Aid for Finds (3rd edition). RESCUE & UKIC

D.3 Relevant OA manual and other supporting documentation

D.3.1 Allen, L, and Cropper, C (internal publication only) Oxford Archaeology Finds Manual.

APPENDIX E. BURIALS

E.1 Summary of Standard methodology

E.1.1 Human remains will not be excavated without a relevant licence/faculty and, where applicable (for example, a post medieval cemetery), a risk assessment from the local environmental officer.

E.1.2 All human remains will be treated with due care and regard to the sensitivities involved, and will be screened from the public throughout the course of the works.

E.1.3 Excavation will be undertaken in accordance with IFA (Roberts and McKinley 1993) and English Heritage and The Church of England guidelines (Mays 2005). For crypts and post-medieval burials the recommendations set out by the IFA (Cox 2001) in Crypt Archaeology: an approach, are also relevant.

E.1.4 In accordance with recommendations set out in the English Heritage and Church of England (2005) document Guidance for best practice for treatment of human remains excavated from Christian burial grounds in England, skeletons will not be excavated beyond the limits of the trench, unless they are deemed osteologically or archaeologically important.

E.1.5 Where any soft tissue survives and/or materials (for example, inner coffins, mattresses and other paddings) soaked in body liquor, no excavation or handling of the remains will take place until an appropriate risk assessment has been undertaken. Relevant protocols (i.e. Cox 2001) for their excavation, recording and removal will be adhered to.

E.1.6 OA does not excavate or remove modern burials (post-1907) and does not remove or open sealed lead coffins. Appropriate PPE (e.g. chemical suit, latex gloves) will be worn by all staff when working with lead coffins.

E.1.7 Graves and their contents will be hand excavated in plan. Each component (for example, skeleton, grave cut, coffin (or remains of), grave fill) will be assigned a unique context number from a running sequence. A group number will also be assigned to all of these, and small finds numbers to features such as coffin nails, hobnails and other grave goods (as appropriate).

E.1.8 Soil samples will be taken during the excavation of inhumations, usually from the region of the skull, chest, right hand, left hand, abdomen and pelvis, right foot and left foot. Infants (circa. less than 5 years) will normally be recovered as bulk samples. Soil samples will also be taken from graves that appear to contain no human bone.

E.1.9 Burials (including the skeleton, cremation, coffin fittings, coffin, urn, grave goods / other) will be recorded by photographic and written record using specialised pro forma context sheets, although these records may only include schematic representations of the location and position of the skeletons, depending on the nature and circumstances of the burial.

E.1.10 Where necessary, hand drawn plans (usually at 1:10, sometimes 1:5) will be made, especially of contexts where required details cannot be adequately seen using digital rectified photography (for example, urned cremations; undisturbed hob nails).

E.1.11 Levels will be taken. For inhumations this will be on the skull, pelvis and feet as a minimum.

E.1.12 Human remains that are exhumed will be bagged and labelled according to skeletal region and carefully packed into suitable containers (for example, acid free cardboard

boxes) and transported to a suitable storage location. Any associated coffins and coffin fittings will be contained with the human remains wherever possible.

E.1.13 Unurned cremations will not usually be half sectioned or excavated in spits, but recovered as a bulk sample.

E.1.14 Wherever possible, urned cremations will be carefully bandaged, recovered whole and will be excavated in spits in the laboratory, as per the recommendations of McKinley (2004).

E.1.15 Unless deemed osteologically or archaeologically important disarticuled bone / charnel will be collected and reserved for re-burial if immediate re-internment as close to its original position is not practicable. In some instances, a rapid scan of this material may be undertaken by a qualified osteologist, if deemed relevant.

E.1.16 If undisturbed, pyre sites will normally be excavated in quadrants, at the very least in 0.5 m blocks of 0.5 m spits.

E.1.17 Pyre debris dumps will be half sectioned or quadranted and will be subject to 100% sampling.

E.1.18 Wooden and lead coffins and any associated fittings, including fixing nails will be recorded on a pro forma coffin recording sheet. All surviving coffin fittings will be recorded by reference to Reeve and Adams (1993) and the unpublished master catalogue that is being compiled by OA. Where individual types cannot be paralleled, they will be drawn and/ or photographed and assigned a style number. Biographical details obtained from legible departum plate inscriptions will be recorded and further documentary research will be made.

E.1.19 Funerary structures, such as brick shaft graves and/or vaults will be hand-drawn at a scale of 1:10 or 1:20, as appropriate. Location, dimensions and method of construction will be noted, and the structure added to the overall trench plan.

E.1.20 Memorials, including headstones, revealed within the areas of development will be recorded irrespective of whether they are believed to be in situ.

E.1.21 Where required, memorials will be accorded an individual context number and will also be included as part of the grave group, if the association with a burial is clear.

E.1.22 Memorials will be recorded on pro-forma context sheets, based on and following the guidelines set out by Mytum (2002), and will include details of:

- Shape
- Dimensions
- Type of stone used
- Iconography (an illustration may best describe these features)
- Inscription (verbatim record of inscription; font of the lettering)
- Stylistic type

E.2 Relevant industry standards and guidelines

E.2.1 Cox, M, 2001 Crypt archaeology. An approach. IFA Paper No. 3

E.2.2 Mays, S, 2005 Guidance for Best Practice for Treatment of Human Remains Excavated from Christian Burial Grounds in England. Church or England and English Heritage.

E.2.3 McKinley, J, and Roberts, C, 1993 Excavation and post-excavation treatment of cremated and inhumed human remains, IFA Technical Paper No. 13

E.2.4 McKinley, J, 2004 Compiling a skeletal inventory: cremated human bone. In Brickley, M, and McKinley, J (eds) Guidelines to the Standards for Recording Human Remains, IFA Technical Paper No. 7. 9-13.

E.2.5 Mytum, H, 2000 Recording and Analysing Graveyards. CBA Handbook No. 15.

E.2.6 Reeve, J, and Adams, M, 1993 The Spitalfields Project. Volume I – The Archaeology Across the Styx. CBA Research Report No. 85

E.2.7 The Human Tissue Act 2004

E.3 Relevant OA manual and other supporting documentation

E.3.1 Loe, L, 2008 The Treatment of Human Remains in the Care of Oxford Archaeology. Oxford Archaeology internal policy document.

E.3.2 Excavating and recording human remains. Oxford Archaeology internal guidelines document.

Appendix F. Reporting

F.1 Summary of Standard methodology

F.1.1 For Watching Briefs and Evaluations, the style and format of the report will be determined by OA, but will include as a minimum the following:

- A location plan of trenches and/or other fieldwork in relation to the proposed development.
- Plans and sections of features located at an appropriate scale.
- A section drawing showing depth of deposits including present ground level with Ordnance Datum, vertical and horizontal scale.
- A summary statement of the results.
- A table summarising the features, classes and numbers of artefacts contained within, spot dating of significant finds and an interpretation.
- A reconsideration of the methodology used, and a confidence rating for the results.
- An interpretation of the archaeological findings both within the site and within their wider landscape/townscape setting.

F.1.2 For Excavations, a Post-Excavation Assessment and Project Design will generally be prepared, as prescribed by English Heritage Management of Research Projects in the Historic Environment (MoRPHE) 2006, Section 2.3. This will include a Project Description containing:

- A summary description and background of the project.
- A summary of the quantities and assessment of potential for analysis of the information recovered for each category of site, finds, dating and environmental data. Detailed assessment reports will be contained within appendices.

- An explicit statement of the scope of the project design and how the project relates to any other projects or work preceding, concurrent with or following on from it.
- A statement of the research aims of the fieldwork and an illustrated summary of results to date indicating to what extent the aims were fulfilled.
- A list of the project aims as revised in the light of the results of fieldwork and the current post-excavation assessment process.

F.1.3 A section on Resources and Programming will also be produced, containing:

- A list of the personnel involved indicating their qualifications for the tasks undertaken, along with an explanation of how the project team will communicate, both internally and externally.
- A list of the methods which will be used to achieve the revised research aims.
- A list of all the tasks involved in using the stated methods to achieve the aims and produce a report and research archive in the stated format, indicating the personnel and time in days involved in each task. Allowance should be made for general project-related tasks such as monitoring, management and project meetings, editorial and revision time.
- A cascade or Gantt chart indicating tasks in the sequence and relationships required to complete the project. Due allowance will be made for leave and public holidays. Time will also be allowed for the report to be read by a named academic referee as agreed with the County Archaeological Officer, and by the County Archaeological Officer.
- A report synopsis indicating publisher and report format, broken down into chapters, section headings and subheadings, with approximate word lengths and numbers and titles of illustrations per chapter. The structure of the report synopsis should explicitly reflect the research aims of the project.

F.1.4 The Project Design will be submitted to the County Archaeological Officer or equivalent for agreement.

F.1.5 Under certain circumstances (eg with very small mitigations), and as agreed with the County Archaeological Officer or equivalent, a formal Assessment and Project Design may not be required and either the project will continue straight to full analysis, or a simple Project Proposal (MoRPHE 2006 Section 2.1) will be produced prior to full analysis. This proposal may include:

- A summary of the background to the project
- Research aims and objectives
- Methods statement outlining how the aims and objectives will be achieved
- An outline of the stages, products and tasks
- Proposed project team
- Estimated overall timetable and budget if appropriate.

F.1.6 Once the post-excavation Project Design or Project Proposal has been accepted, the County Archaeological Officer or his appointed deputy will monitor the progress of the post-excavation project at agreed points. Any significant variation in the project design will be agreed with the County Archaeological Officer.

F.1.7 The results of the project will be published in an appropriate archaeological journal or monograph. The appropriate level of publication will be dependent on the significance of the fieldwork results and will be agreed with the County Archaeological Officer. An OASIS (Online Access to the Index of Archaeological Investigations) form will be completed for each project as per English Heritage guidelines.

F.2 Relevant industry standards and guidelines

F.2.1 Oxford Archaeology (OA) adheres to the national standards in post-excavation procedure as outlined in English Heritage's Management of Research Projects in the Historic Environment (MoRPHE; EH 2006). Furthermore, all post-excavation projects take into account the appropriate regional research frameworks as well as national research agendas such as the Framework for Historic Environment Activities & Programmes in English Heritage (SHAPE; EH 2008).

Appendix G. List of specialists regularly used by OA

G.1.1 Below are two tables, one containing 'in-house' OA specialists, and the other containing a list of specialists who are regularly used by OA.

Internal archaeological specialists used by OA

Specialist	Specialism	Qualifications
Lisa Brown	Early Prehistoric pottery	BA, PGDip, MIitt, MIfA
Paul Booth	Iron Age and Roman pottery	BA, FSA, MIfA
John Cotter	Medieval and Post Medieval pottery, Clay Pipe and CBM	BA (Hon.), MIfA
Cynthia Poole	CBM and Fired Clay	BA (Hon.), MSc
Edward Biddulph	Roman Pottery	BA (Hon.), MA, MIfA
Ian Scott	Metalwork and Glass	BA (Hon.)
Dan Stansbie	Roman Pottery	BA (Hon.), MA, AIfA
Leigh Allen	Metalwork and worked bone	BA (Hon.), PGDip
Dr Ruth Shaffrey	Worked stone artefacts	BA, PhD
Julian Munby	Architectural Stone	BA, FSA
Dr Rebecca Nicholson	Fish and Bird Bone	BA (Hon.), MA, D.Phil, MIfA, FSA Scot
Elizabeth Huckerby	Pollen and waterlogged plant remains	BA, MSc, MIfA
Lena Strid	Animal bone	MA
Dr Wendy Smith	Charred and waterlogged plant remains	BA, MSc, PhD, MIfA
Andrew Bates	Animal Bone	BA, MA
Dr Denise Druce Pollen	Charred plant remains and charcoal	BA, PhD, MIfA
Liz Stafford	Geoarchaeology and land snails	BA, Msc

Specialist	Specialism	Qualifications
Nicola Scott	Archaeological archive deposition	BA
Mike Donnelly	Flint	Bsc, MIfA

External archaeological specialists regularly used by OA

Specialist	Specialism	Qualifications
Lynne Keys	Slag	BA (Hon.)
Quita Mould	Leather	BA, MA
Penelope Walton Rogers, The Anglo Saxon Laboratory	Identification of Medieval Textiles	FSA, Dip.Acc
Dana Goodburn Brown	Conservation	BSc (Hon.), BA, MSc
Steve Allen, York Archaeological Trust	Conservation	BA, MA, MAAIS
Dr Richard McPhail	Soils, especially Micromorphology	BA (Hon.), MSc, PhD
Dana Challinor	Charcoal	MA (Hon.), MSc
Dr Nigel Cameron	Diatoms	BSc, MSc, PhD
Dr David Smith	Insects	BA (Hon.), MA, PhD
Professor Adrian Parker	Phytoliths and pollen	Bsc (Hons.), D.Phil
Dr David Starley	Slag	BSc, PhD
Wendy Carruthers	Charred and waterlogged plant remains	
Dr Sylvia Peglar	Pollen	PhD
Dr John Whittaker	Ostracods and Foraminifera	BA (Hons), PhD
Dr John Crowther	Soil Chemistry	MA, PhD
Dr Martin Bates	Geoarchaeology	Bsc, PhD
Professor Mark Robinson	Insects, molluscs, waterlogged plant remains	MA, PhD
Dr Dan Miles	Dendrochronology	D.Phil, FSA
Dr Jean-luc Schwenninger	Optically Stimulated Luminescence Dating	PhD
Dr David Higgins	Clay Pipe	BA, PhD, MIfA
Dr Hugo Lamdin	Flint	BSc, PhD, FSA Scot, MIfA

Specialist	Specialism	Qualifications
Wymark		

APPENDIX H. DOCUMENTARY ARCHIVING

H.1 Standard methodology – summary

H.1.1 The documentary archive constitutes all the written, drawn, photographic and digital records relating to the set up, fieldwork and post-excavation phases of the project. This documentary archive, together with the artefactual and environmental ecofact archive collectively forms the record of the site. The report is part of the documentary archive, and the archive must provide the evidence that supports the conclusions of the report, but the archive may also include data which exceeds the limitations of research parameters set down for the report and which could be of significant value to future researchers.

H.1.2 At the outset of the project OA Archive department will contact the relevant local receiving museum or archive repository to notify them of the imminent start of a new fieldwork project in their collecting area. Relevant local archiving guidelines will be observed and site codes, which integrate with the receiving repository, will be agreed for labelling of archives and finds.

H.1.3 During the course of the project the Archive department will assist the Project Manager in the management of the archive including the cataloguing and development technique suitable for photographic archive requirements.

H.1.4 The site archive will be security copied either by microfilming and the master sent to English Heritage as part of the National Archaeological Record or it will be digitally scanned and stored in a dedicated archive section of the OA computer network. A copy of the work as microfiche diazo or .pdf/a on disk will be sent to the receiving museums with the hard copy. This will act as a safeguard against the accidental loss and the long-term degeneration of paper records and photographs.

H.1.5 Born digital data where suitable will be printed to hard copy for the receiving museum but if the format is such that it needs maintaining in digital form a copy will be sent to the receiving museum by CD. Back-up copies will be stored on the OA digital network and or posted to the ADS in accordance with AAF & ADS guidelines. In most cases a digital copy of the report will be included in the OASIS project library hosted by ADS.

H.1.6 Prior to deposition the Archive department will contact the museum regarding the size and content of the archive and discuss any retention and dispersal policies which may be applicable in line with local and SMA Guidelines ' Selection, Retention & Dispersal of Archaeological Collections' 1993

H.1.7 The site archive will then be deposited with the relevant receiving museum or repository at the earliest opportunity unless further archaeological work on the site is expected. The documentary archive will include correspondence detailing landowner consent to deposit the artefacts and any copyright licences in accordance with the receiving museum guidelines.

H.1.8 Oxford Archaeology will retain full copyright of any commissioned reports, tender documents or other project documents, under the Copyright, Designs and Patents Act 1988 with all rights reserved; excepting that it will provide a licence to the client in all matters directly relating to the project as described in the Written Scheme of Investigation.

H.1.9 OA will advise the client of any such materials supplied in the course of projects which are not OA's copyright.

H.1.10 OA undertakes to respect all requirements for confidentiality about the client's proposals provided that these are clearly stated. It is expected that such conditions shall not unreasonably impede the satisfactory performance of the services required. OA further undertake to keep confidential any conclusions about the likely implications of such proposals for the historic environment. It is expected that clients respect OA's general ethical obligations not to suppress significant archaeological data for an unreasonable period.

H.2 Relevant industry standards and guidelines

H.2.1 At the end of the project the site archive will be ordered, catalogued, labelled and conserved and stored according to the following national guidelines:

H.2.2 The 2007 AAF guide Archaeological Archives A Guide to best practice in creation, compilation, transfer and curation. Brown D.

H.2.3 The IFA Standard & Guidance for the creation, compilation, transfer and deposition of archaeological archives

H.2.4 The UKIC's Guidelines for the preparation of excavation archives for long-term storage

H.2.5 The MGC's Standards in the museum care of archaeological collections

H.2.6 Local museum guidelines such as Museum of London Guidelines: (http://www.museumoflondonarchaeology.org.uk/English/ArchiveResearch/DeposResource) will be adopted where appropriate to the archive collecting area.

H.2.7 The site archive will be prepared to at least the minimum acceptable standard defined in Management of Archaeological Projects 2, English Heritage 1991.

H.3 Relevant OA manual and other supporting documentation

H.3.1 The OA Archives Policy.

Appendix I. Health and Safety

I.1 Summary of Standard Methodology

I.1.1 All work will be undertaken in accordance with the OA Health and Safety Policy (Revision 13, August 2009), the OA Site Safety Procedures Manual, a site-specific Risk Assessment and, if required, Safety Plan or Method Statement. Copies of the site-specific documents will be submitted to the client or their representative for approvals prior to mobilisation, and all relevant H and S documentation will be available on site at all times. The Health and Safety documentation will be read in conjunction with the project WSI.

I.1.2 Where a site is covered by the The Construction (Design and Management) Regulations (2007), all work will be carried out in accordance with the Principal Contractor's Construction Phase Plan.

I.1.3 All work will be carried out according to the requirements of all relevant legislation and guidance, including, but not exclusively.

- The Health and Safety at Work Act (1974),
- Management of Health and Safety at Work Regulations (1999),

- Manual Handling Operations Regulations 1992 (as amended in 2002),
- The Construction (Design and Management) Regulations (2007), and
- The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (1995).

WINCHESTER OSBORNE
LANKHILLS SCHOOL
WINCM:A4491

BOX 1 FILE 2

B. SITE DIARY

OXFORD ARCHAEOLOGY, JANUS HOUSE, OSNEY MEAD, OXFORD, OX2 OES

PDF/A SCAN

FILMING INSTRUCTIONS
Submitter OASouth
No. of copies: 2

Headings
Site information
Line 1: [OASouth] County[Hampshire] Parish:[Winchester]
Site[Osborne Lankhills School] Site code[WINCM:AY 491]
Line 2: Excavators name[D Poore]
Line 3:

Classification of material	Tick if present
Index to archive	
Introduction	
A:Final Report	
A:Publication Report	
B:Site Data – Text: Diary/Daybook/Fieldnotes	✓
B: Site Data – Text: General Summaries	
B: Site Data – Text: Primary Context Records	
B: Site Data – Text: Synthesised Context Records	
B: Site Data – Text: Survey Reports	
B: Site Data – Text: Catalogue of Drawings	
B: Site Data – Text: Primary Drawings	
B: Site Data – Text: Synthesised Drawings	
C: Finds Data – Text: Primary Finds Data	
C: Finds Data – Text: Synthesised Finds Data	
C: Finds Data – Text: Specialist Reports	
C: Finds Data – Text: Box/Bag List	
D: Catalogue of Photos/Slides/Videos/X--rays	
E: Environmental/Ecofact Data: Primary Records	
E: Environmental/Ecofact Data: Synthesised Records	
E: Environmental/Ecofact Data: Specialist Reports	
F: Documentary	
F: Press and Publicity	
G: Correspondence	
H: Miscellaneous	

Oxford Archaeology	**WATCHING BRIEF RECORD**	
SITE CODE WANCM A491	SITE NAME OSBORNE SCHOOL, LANHILLS	DATE 17/7/11

NGR	County	Start Time	
SU 478 303	HAMPSHIRE	Finish Time	
Milage	Previous Visit	Visit By	

Type of construction work

Contacts made

Archaeology present? NO

Yes:

No:

Undated:

Other:

COMMENTS

ARRIVED AT 08:40 → MET WITH ROY TAYLOR AT 09:00
BEGAN EXCAVATING ONCE TREES WERE PARTIALLY REMOVED → ROOTS LEFT IN THE GROUND AND EXCAVATED OUT DURING WB.
EXCAVATED TO A DEPTH OF 0.8m (MIN) WITH ONLY ONE SMALL AREA OF UNDISTURBED CHALK VISIBLE (P. 100)
WAS ASSUMED BY STEVE (ENGINEER) THAT THIS WAS THE ABSOLUTE MAXIMUM IMPACT LEVEL - COMPLETED ½ THE AREA TODAY (E HALF)
CONTACTED DAVID HOPKINS WHO GAVE THE GO AHEAD TO BACKFILL.

LEFT SITE AT 16:00

*AREA 1 IS THE MAIN AREA OF EXCAVATION WHERE THE ROAD ALIGNMENT IS BEING RE-DESIGNED HENCE IS THE AREA OF MAXIMUM IMPACT. THE DEPOSITS OBSERVED SUGGEST THAT IT HAS BEEN PREVIOUSLY DEVELOPED AND TRUNCATED. WITH NO ARCHAEOLOGY OBSERVED AT THIS LEVEL IT IS AT LEAST HIGHLY UNLIKELY ANY DEPOSITS WOULD SURVIVE AT LOWER LEVELS

Records? THIS IS SUPPORTED BY THE FACT THAT WHERE OBSERVED THE CHALK IS AT A RELATIVELY SHALLOW DEPTH

Oxford Archaeology

WATCHING BRIEF RECORD

SITE CODE WINCH AYA.	SITE NAME OSBORNE SCHOOL, LANGHILLS		DATE 18/7/k
NGR	County	Start Time	
		Finish Time	
Milage	Previous Visit	Visit By	

Type of construction work

Contacts made

Archaeology present?

Yes:

No:

Undated:

Other:

COMMENTS

ARRIVED ON SITE AT 07.50

BEGAN EXCAVATING W END OF AREA

POWER CABLES HV + LV PROVED PROBLEMATIC AS DID THE EXISTING LAMP-POST.

↳ THERE ALL REQUIRED ISLANDS TO REMAIN UNEXCAVATED OR PARTIALLY EXCAVATED

800mm IMPACT ACHIEVED ACROSS SITE WITH ONLY A SMALL AMOUNT OF RE-DEPOSITE (OR SELDOM WEATHERED) NATURAL OBSERVED

NO ARCHAEOLOGY MET

COMPLETED EXC. OF W. AREA

LEFT SITE AT 15:30

Records?

Oxford Archaeology

WATCHING BRIEF RECORD

SITE CODE WINCM AY91	SITE NAME OSBORNE SCHOOL, LANKHILLS		DATE 19/7/11
NGR	County	Start Time	
		Finish Time	
Milage	Previous Visit	Visit By	

Type of construction work

Contacts made

Archaeology present? NO

Yes:

No:

Undated:

Other:

COMMENTS

ARRIVED ON SITE AT 08:30

NOB WAS COMPLETING THE BACKFILLING OF AREA 1

BEGAN EXCAVATING AREA 2 @ 10:00

EXCAVATED TO A DEPTH IN EXCESS OF 0.6m - MAXIMUM IMPACT LEVEL IN THIS AREA

ALL APPEARS TO BE MADE GROUND WITH IMPORTED MATERIAL AND RE-DEPOSITED CHALK/SILT MIX.

THIS IS THE AREA WHERE THE NEW VERGE/KERBLINE IS TO BE PLACED HENCE THE SHALLOWER IMPACT

Records?

Oxford Archaeology

WATCHING BRIEF RECORD

SITE CODE WINCMAY91	SITE NAME OSBORNE SCHOOL, LANKHILLS		DATE 20/7/R
NGR	County	Start Time	
		Finish Time	
Milage	Previous Visit	Visit By	

Type of construction work

Contacts made

Archaeology present? NO

Yes:

No:

Undated:

Other:

COMMENTS

ARRIVED ON SITE AT 08:30
HAD TO WAIT ON MACHINE DRIVER
EXCAVATED FINAL TRENCH IN AREA OF PROPOSED FOOTPATH,
NATURAL CHALK ENCOUNTERED AT 0.4M ON AVERAGE (NOT WEATHERED)
NO CUTS VISIBLE
BOTH TRENCHES IN AREA 2 WERE BACKFILLED

Records?

WINCHESTER OSBORNE
LANHILLS SCHOOL
WINCM:M4491

BOX 1 FILE 3

B. PRIMARY CONTEXT DATA

OXFORD ARCHAEOLOGY, JANUS HOUSE, OSNEY MEAD, OXFORD, OX2 OES

PDF/A SCAN

FILMING INSTRUCTIONS
Submitter OASouth
No. of copies: 2

Headings
Site information
Line 1: [OASouth] County[Hampshire] Parish:[Winchester]
Site[Osborne Lankhills School] Site code[WINCM:AY 491]
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Classification of material	Tick if present
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B: Site Data – Text: General Summaries	
B: Site Data – Text: Primary Context Records	✓
B: Site Data – Text: Synthesised Context Records	
B: Site Data – Text: Survey Reports	
B: Site Data – Text: Catalogue of Drawings	
B: Site Data – Text: Primary Drawings	
B: Site Data – Text: Synthesised Drawings	
C: Finds Data – Text: Primary Finds Data	
C: Finds Data – Text: Synthesised Finds Data	
C: Finds Data – Text: Specialist Reports	
C: Finds Data – Text: Box/Bag List	
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E: Environmental/Ecofact Data: Specialist Reports	
F: Documentary	
F: Press and Publicity	
G: Correspondence	
H: Miscellaneous	

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CONTEXT CHECKLIST

SITE CODE WINCM AY91 | SITE NAME OSBORNE SCHOOL, LANKILLY

Context number	Type	Excavated within segments	Relationships	Drawn		Matrix	Comments	Recorder initials
				Section	Plan			
100	LAYER			100	/		RE-INSTATED TOPSOIL	BD
101	LAYER			100	/		SUBSOIL/REINSTATED	
102	LAYER			100	/		REDEPOSITED NATURAL	
103	LAYER			100	100		NATURAL CHALK	
104	LAYER			100/101/102	/		TOPSOIL (LANDSCAPED)	
105	LAYER			100/102	100/101		SUBSOIL (LANDSCAPED)	
106	LAYER			101	101		RE-DEPOSITED NATURAL CHALK	

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CONTEXT RECORD

Context No. 100

SITE WINCM AY91 | ADDITIONAL SHEETS: | TYPE LAYER

Trench 1	Context Type: Deposit / Cut / Structure
Site sub-div /	Overlain by: ~~=~~ (104)
Structure No. /	Abutted by: /
Plan No. 1	Cut by: /
	Filled by: /
Section No. 100	Same as:
	Part of:
Co-Ordinates	Consists of:
	Overlies: (101) ~~TOP~~
Level	Butts: /
Slide No. F H 1	Cuts: /
Neg No. D151: 13-14	Fill of: /
Matrix location	Relationships uncertain

Check Lists:

DEPOSIT:
1. compaction
2. colour
3. composition
4. inclusion
5. thickness
6. extent
7. comments
8. method & conditions

CUT:
1. shape in plan
2. base/sides/top profile
3. dimension and depth
4. sketch
5. truncation
6. fill nos
7. other comments

MASONRY:
1. materials
2. size of bricks etc
3. finish of stones
4. coursing/bond
5. form 6. faces
7. bond
8. dimensions as found
9. other comments

Description (See check lists):

FIRM

MID GREYISH BROWN

CLAY SILT

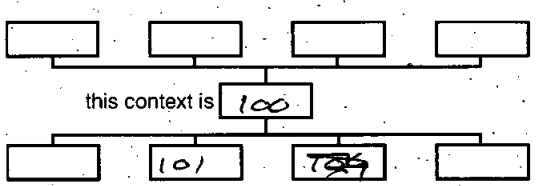
FREQUENT CHALK & STONE INCLUSIONS (<30mm)

0.24m THICK

EXTENDS THROUGHOUT EXCAVATED AREA

MACHINE EXCAVATED & HAND CLEANED

STRATIGRAPHIC MATRIX



Interpretation/Discussion:

TOP SOIL DEPOSIT WITH SOME CHALK FRAGMENTS FROM UNDERLYING NATURAL

Finds (tick): None [ ] Pot [ ] Bone [ ] Flint [ ] Stone [ ] Burnt stone [ ] Glass [ ] Metal [ ] CBM [ ] Wood [ ] Leather [ ]

△ Small Finds

◇ Samples

⌂ Building Materials

Recorder BD

Date 17/7/14

Initials

oxfordarchaeology

CONTEXT RECORD

Context No. 101

SITE WINCH AY 91 | ADDITIONAL SHEETS: | TYPE LAYER

Trench	Context Type: Deposit / ~~Cut / Structure~~	Check Lists:
Site sub-div	Overlain by: 100	DEPOSIT: 1. compaction 2. colour 3. composition 4. inclusion 5. thickness 6. extent 7. comments 8. method & conditions
Structure No.	Abutted by: /	
Plan No.	Cut by: /	
	Filled by: /	
Section No. 100	Same as: /	CUT: 1. shape in plan 2. base/sides/top profile 3. dimension and depth 4. sketch 5. truncation 6. fill nos 7. other comments
Co-Ordinates	Part of: /	
	Consists of: /	
	Overlies: 102	
Level	Butts: /	MASONRY: 1. materials 2. size of bricks etc 3. finish of stones 4. coursing/bond 5. form 6. faces 7. bond 8. dimensions as found 9. other comments
Slide No. F1	Cuts: /	
Neg No. 99: 13 - 14	Fill of: /	
Matrix location	Relationships uncertain	

Description (See check lists):

LOOSE

MID BROWN

CLAY SILT

VERY FREQUENT CHALK INCLUSIONS

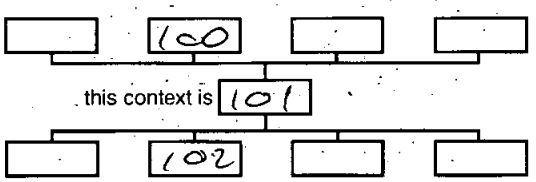
+ OCC. SMALL STONES < 10cm

0.2m THICK

LIMITED TO EASTERN END OF AREA c. 2.5m

MACHINE EXCAVATED + HAND CLEANED

STRATIGRAPHIC MATRIX



Interpretation/Discussion:

DISTURBED GROUND IN AREA OF MODERN DISTURBANCE. POSSIBLY MAKE-UP LAYER ~~OR~~ OR BACKFILL ASSOCIATED WITH DRAINAGE AND/OR ADJACENT PATHWAY

Finds (tick): None [✓] Pot [ ] Bone [ ] Flint [ ] Stone [ ] Burnt stone [ ] Glass [ ] Metal [ ] CBM [ ] Wood [ ] Leather [ ]

△ Small Finds	Recorder BM
◇ Samples	Date 17/7/12
⌂ Building Materials	Initials

oxfordarchaeology

CONTEXT RECORD

Context No. 102

SITE WINCMAY91 | ADDITIONAL SHEETS: | TYPE ~~LOT~~ LAYER

Trench 1	Context Type: Deposit / ~~Cut / Structure~~	Check Lists:
Site sub-div	Overlain by: 104 101	DEPOSIT: 1. compaction 2. colour 3. composition 4. inclusion 5. thickness 6. extent 7. comments 8. method & conditions
Structure No.	Abutted by: /	
Plan No.	Cut by: /	
	Filled by: /	
Section No. 100	Same as: /	CUT: 1. shape in plan 2. base/sides/top profile 3. dimension and depth 4. sketch 5. truncation 6. fill nos 7. other comments
Co-Ordinates	Part of: /	
	Consists of: /	
	Overlies: 103	
Level	Butts: /	MASONRY: 1. materials 2. size of bricks etc 3. finish of stones 4. coursing/bond 5. form 6. faces 7. bond 8. dimensions as found 9. other comments
Slide No. F 1	Cuts: /	
Neg No. DIGI: 13-14	Fill of: /	
Matrix location	Relationships uncertain	

Description (See check lists):

FIRM

DARK BROWN

SILTY CLAY

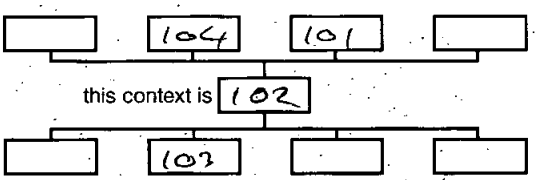
OCC. STONE INCLUSIONS <20mm

0.15

LIMITED TO E. END OF AREA

MACHINE EXCAVATED + HAND CLEANED

STRATIGRAPHIC MATRIX



Interpretation/Discussion:

THIN LENS BETWEEN NATURAL + FILL / MAKE-UP DEPOSIT

Finds (tick): None [✓] Pot [ ] Bone [ ] Flint [ ] Stone [ ] Burnt stone [ ] Glass [ ] Metal [ ] CBM [ ] Wood [ ] Leather [ ]

△ Small Finds

◇ Samples

⌂ Building Materials

Recorder BD

Date 17/7/12

Initials

oxfordarchaeology

CONTEXT RECORD

Context No. 103

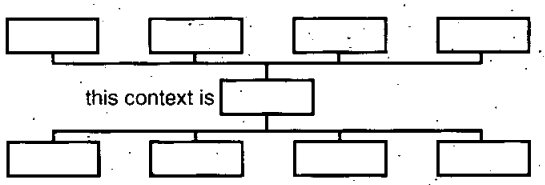
SITE WINCH AY91 | ADDITIONAL SHEETS: | TYPE LAYER

Trench 1	Context Type: Deposit / ~~Cut / Structure~~	Check Lists:
Site sub-div	Overlain by: (102)	DEPOSIT: 1. compaction 2. colour 3. composition 4. inclusion 5. thickness 6. extent 7. comments 8. method & conditions
Structure No.	Abutted by:	
Plan No. 100	Cut by:	
	Filled by:	
Section No. 100	Same as:	CUT: 1. shape in plan 2. base/sides/top profile 3. dimension and depth 4. sketch 5. truncation 6. fill nos 7. other comments
	Part of:	
Co-Ordinates	Consists of:	
	Overlies:	
Level	Butts:	MASONRY: 1. materials 2. size of bricks etc 3. finish of stones 4. coursing/bond 5. form 6. faces 7. bond 8. dimensions as found 9. other comments
Slide No. F 1	Cuts:	
Neg No. DIGI: 13-14	Fill of:	
Matrix location	Relationships uncertain .	

Description (See check lists):

HARD
LIGHT GREY / WHITE
CHALK
OCCASIONAL STONE INCLUSIONS OF
VARYING SIZE
MACHINE EXCAVATED + HAND CLEANED

STRATIGRAPHIC MATRIX



Interpretation/Discussion:

NATURAL CHALK DEPOSIT

Finds (tick): None [ ] Pot [ ] Bone [ ] Flint [ ] Stone [ ] Burnt stone [ ] Glass [ ]
Metal [ ] CBM [ ] Wood [ ] Leather [ ]

△ Small Finds

◇ Samples

⌂ Building Materials

Recorder BH

Date 17/7/9

Initials

oxfordarchaeology

CONTEXT RECORD

Context No: 104

SITE WICKHAM AY91 | ADDITIONAL SHEETS: | TYPE LAYER

Trench 1	Context Type: Deposit / ~~Cut / Structure~~
Site sub-div	Overlain by:
Structure No.	Abutted by:
Plan No.	Cut by:
	Filled by:
Section No. 100	Same as:
	Part of:
Co-Ordinates	Consists of:
	Overlies: (100) 101 102
Level	Butts:
Slide No. F 1	Cuts:
Neg No. 0191 : 17-16	Fill of:
Matrix location	Relationships uncertain

Check Lists:

DEPOSIT:
1. compaction
2. colour
3. composition
4. inclusion
5. thickness
6. extent
7. comments
8. method & conditions

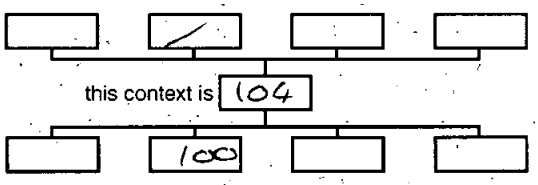
CUT:
1. shape in plan
2. base/sides/top profile
3. dimension and depth
4. sketch
5. truncation
6. fill nos
7. other comments

MASONRY:
1. materials
2. size of bricks etc
3. finish of stones
4. coursing/bond
5. form 6. faces
7. bond
8. dimensions as found
9. other comments

Description (See check lists):

FIRM
DARK BROWN
SILTY CLAY
OCC SMALL STONE INCLUSIONS
V. RARE CHALK FRAGMENTS
0.5m THICK
MACHINE EXCAVATED + HAND CLEANED

STRATIGRAPHIC MATRIX



Interpretation/Discussion:

APPEARS TO BE A LATER TOPSOIL DEPOSIT ON UNDISTURBED TOPSOIL DEPOSIT. CLEANER THAN (100). IT MAY BE THAT THIS WAS USED AS IN LANDSCAPING FOLLOWING CONSTRUCTION OF ROAD SURFACE.

RELATIONSHIP BETWEEN (104) + (100) NOT ENTIRELY CLEAR. POSS DUE TO MIXING OF DEPOSITS ON SLUMPING

Finds (tick): None [✓] Pot [ ] Bone [ ] Flint [ ] Stone [ ] Burnt stone [ ] Glass [ ]
Metal [ ] CBM [ ] Wood [ ] Leather [ ]

△ Small Finds

◇ Samples

⌂ Building Materials

Recorder BN

Date 17/7/18

Initials

oxfordarchaeology

CONTEXT RECORD

Context No. 105

SITE WINCH AY91 | ADDITIONAL SHEETS: | TYPE LAYER

Trench 1	Context Type: Deposit / ~~Cut / Structure~~
Site sub-div	Overlain by: 104
Structure No.	Abutted by: /
Plan No. 100	Cut by: /
	Filled by: /
Section No. 101	Same as: /
	Part of: /
Co-Ordinates	Consists of: /
	Overlies: 4 POSSIBLY 106
Level 1A	Butts: /
Slide No. FH 1	Cuts: /
Neg No. DIGI: 21-22	Fill of: /
Matrix location	Relationships uncertain

Check Lists:

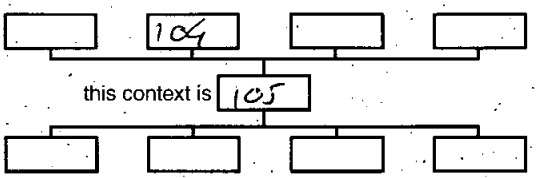
DEPOSIT:
1. compaction
2. colour
3. composition
4. inclusion
5. thickness
6. extent
7. comments
8. method & conditions

CUT:
1. shape in plan
2. base/sides/top profile
3. dimension and depth
4. sketch
5. truncation
6. fill nos
7. other comments

MASONRY:
1. materials
2. size of bricks etc
3. finish of stones
4. coursing/bond
5. form 6. faces
7. bond
8. dimensions as found
9. other comments

Description (See check lists):
FRIABLE
LIGHT - MID ~~ORANGE~~ YELLOW BROWN
SANDY SILT
OCC. SMALL (<50m) STONE INCLUSIONS
> 0.3m THICK
THROUGHOUT AREA

STRATIGRAPHIC MATRIX



Interpretation/Discussion:
IMPORTED SUBSOIL / BACKFILL

Finds (tick): None [ ] Pot [ ] Bone [ ] Flint [ ] Stone [ ] Burnt stone [ ] Glass [ ]
Metal [ ] CBM [ ] Wood [ ] Leather [ ]

△ Small Finds	Recorder BD
◇ Samples	Date 18/7/17
⌂ Building Materials	Initials

oxfordarchaeology

CONTEXT RECORD

Context No. 106

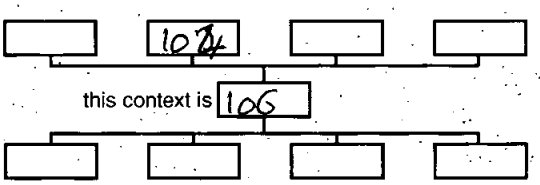
SITE WINCH AY91 | ADDITIONAL SHEETS: | TYPE LAYER

Trench	Context Type: Deposit / ~~Cut / Structure~~	Check Lists:
Site sub-div	Overlain by: 104	DEPOSIT: 1. compaction 2. colour 3. composition 4. inclusion 5. thickness 6. extent 7. comments 8. method & conditions
Structure No.	Abutted by: /	
Plan No.	Cut by: /	
	Filled by: /	
Section No.	Same as: /	CUT: 1. shape in plan 2. base/sides/top profile 3. dimension and depth 4. sketch 5. truncation 6. fill nos 7. other comments
	Part of: /	
Co-Ordinates	Consists of: /	
	Overlies: ~~105~~ ?	
Level	Butts:	MASONRY: 1. materials 2. size of bricks etc 3. finish of stones 4. coursing/bond 5. form 6. faces 7. bond 8. dimensions as found 9. other comments
Slide No.	Cuts:	
Neg No.	Fill of:	
Matrix location	Relationships uncertain LOF	

Description (See check lists):

LOOSE
BROWN/WHITE MIX
SILTY CHALK
OCC SMALL STONES + GRAVEL (<5%)
> 0.2m THICK

STRATIGRAPHIC MATRIX



Interpretation/Discussion:

APPEARS TO BE RE-DEPOSITED NATURAL. EXTREMELY SOFT + FRAGMENTARY WITH A LOT OF SILT MIXED IN. IF NATURAL IT HAS SUFFERED FROM WEATHERING AND IS DEGRADED

Finds (tick): None [✓] Pot [ ] Bone [ ] Flint [ ] Stone [ ] Burnt stone [ ] Glass [ ] Metal [ ] CBM [ ] Wood [ ] Leather [ ]

△ Small Finds	Recorder
◇ Samples	Date
⌂ Building Materials	Initials

WINCHESTER OSBORNE
LANKHILLS SCHOOL
WINCM: A4491

BOX 1 FILE 4

B CATALOGUE OF DRAWINGS

OXFORD ARCHAEOLOGY, JANUS HOUSE, OSNEY MEAD, OXFORD, OX2 OES

PDF/A SCAN

FILMING INSTRUCTIONS
Submitter OASouth
No. of copies: 2

Headings
Site information
Line 1: [OASouth] County[Hampshire] Parish:[Winchester]
Site[Osborne Lankhills School] Site code[WINCM:AY 491]
Line 2: Excavators name[D Poore]
Line 3:

Classification of material	Tick if present
Index to archive	
Introduction	
A:Final Report	
A:Publication Report	
B:Site Data – Text: Diary/Daybook/Fieldnotes	
B: Site Data – Text: General Summaries	
B: Site Data – Text: Primary Context Records	
B: Site Data – Text: Synthesised Context Records	
B: Site Data – Text: Survey Reports	
B: Site Data – Text: Catalogue of Drawings	✓
~~B: Site Data – Text~~: Primary Drawings	✓
B: Site Data – Text: Synthesised Drawings	
C: Finds Data – Text: Primary Finds Data	
C: Finds Data – Text: Synthesised Finds Data	
C: Finds Data – Text: Specialist Reports	
C: Finds Data – Text: Box/Bag List	
D: Catalogue of Photos/Slides/Videos/X--rays	
E: Environmental/Ecofact Data: Primary Records	
E: Environmental/Ecofact Data: Synthesised Records	
E: Environmental/Ecofact Data: Specialist Reports	
F: Documentary	
F: Press and Publicity	
G: Correspondence	
H: Miscellaneous	

Oxford Archaeology

PLAN RECORD SHEET

SITE CODE WINCM A491 | SITE NAME OSBORNE SCHOOL, LANKHILLS

Plan number	Context(s)	Scale	Drawn by	Size (A1, A4, etc.)
100	~~EVALUATION TRENCH 1~~ AREA 1 POST-EX	1:50	BD	A4
100	AREA 2 POST-EX	1:50	B.D	A4

Oxford Archaeology

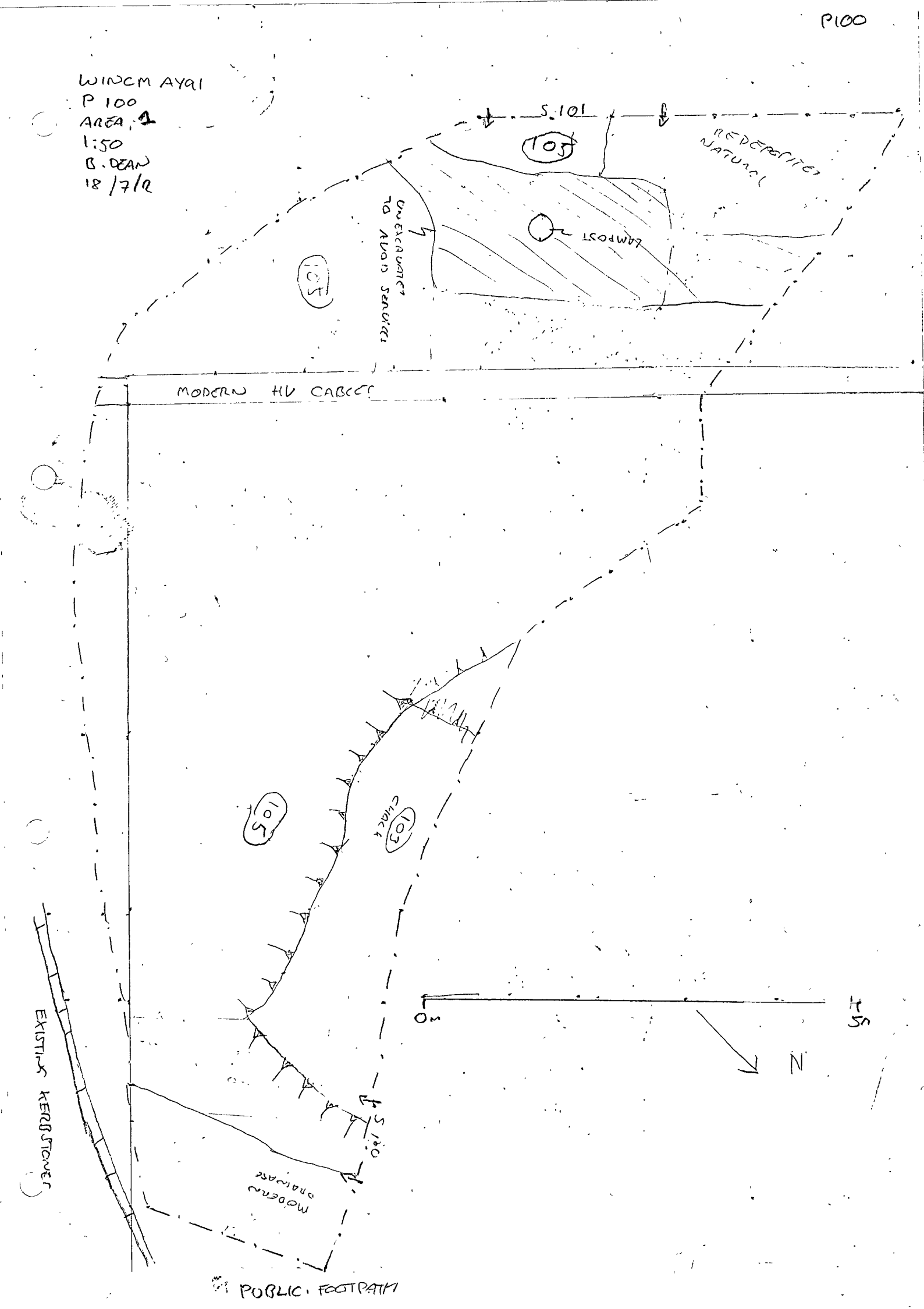
SECTION RECORD SHEET

Site Name: OSBORNE SCHOOL, LANKHILLS | Site Code: WINCH AY9,

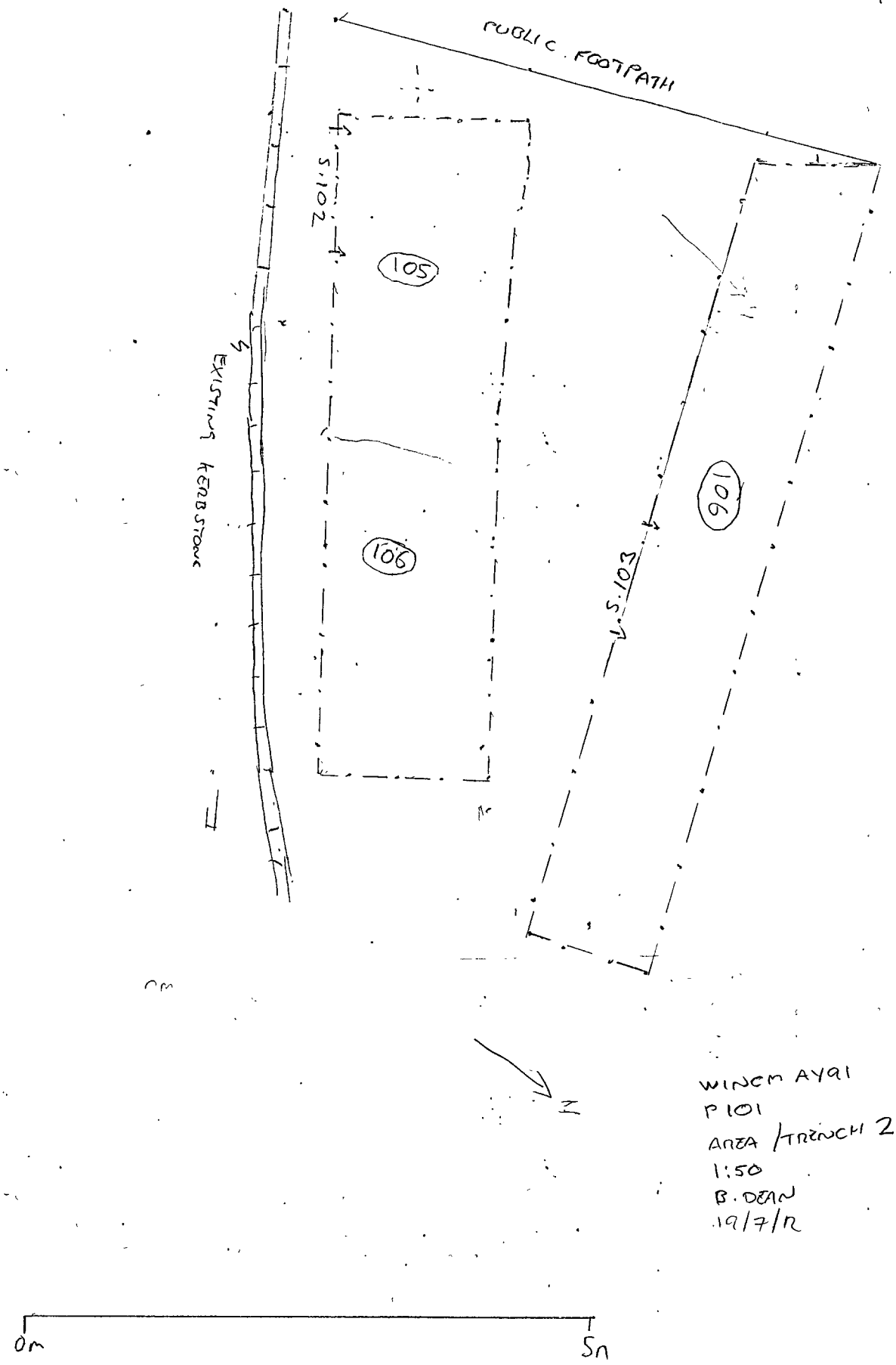
Section No	Context(s)	Scale	Drawn By	Size A1, A4 etc	Plan (Sheet) No
100	REP. SEC ~~BRITHIN~~ F. END OF AREA 1	1:20	BD		100
101	" " " W END OF AREA 1	1:20	B.D		100
102	" " " AREA 2 (E)	1:20	B.D		101
103	" " " AREA 2 (W)	1:20	BD		101

P100

WINCM AY91
P 100
AREA 1
1:50
B. DEAN
18/7/91

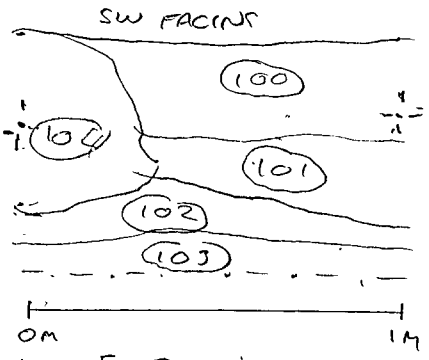


P101

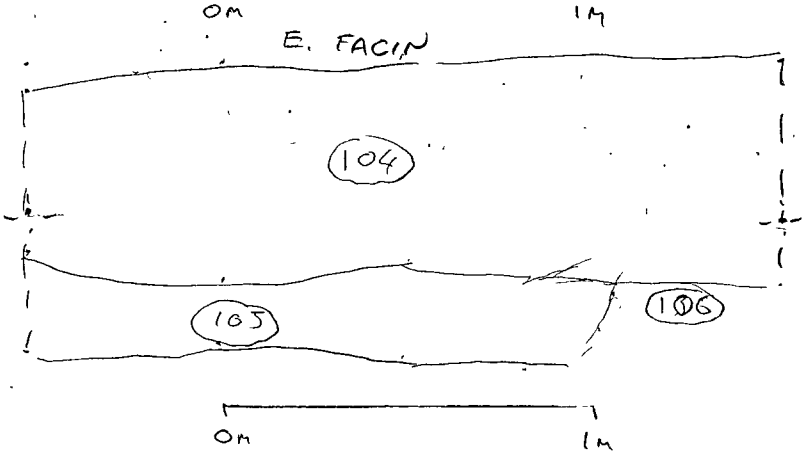


WINCM AY91
P101
AREA / TRENCH 2
1:50
B. DEAN
19/7/11

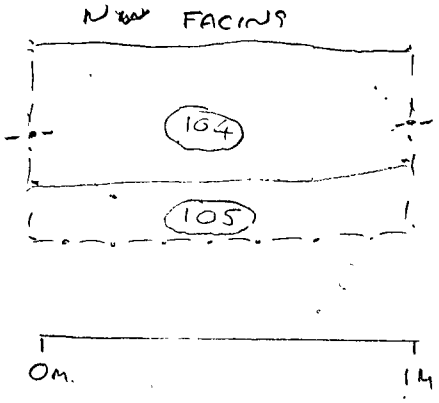
S.100
S.101
S.102
S.103



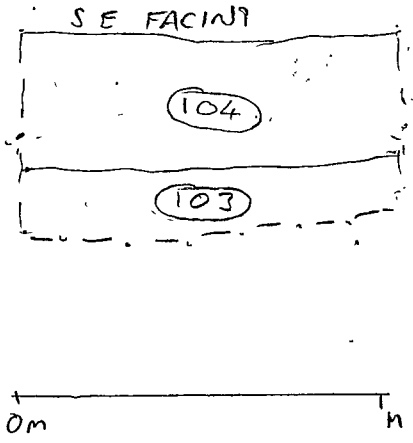
WINCMAY91
S.100
REP SEC
AREA/TRENCH 1 E
1:20
B DEAN 17/7/91



WINCM AY91
S.101
REP SEC.
AREA/TRENCH 1 W
1:20.
B DEAN
18/7/91



WINCM AY91
S.102
REP. SEC.
AREA/TRENCH 2
1:20
B. DEAN
19/7/91



WINCM AY91
S 103
REP SEC
AREA/TRENCH 2
1:20
B. DEAN
20/7/91

WINCHESTER OSBORNE
LANKITILLS SCHOOL
WINCM:IA4491

BOX 1 FILES

D. CATALOGUE OF PHOTOGRAPHS.

OXFORD ARCHAEOLOGY, JANUS HOUSE, OSNEY MEAD, OXFORD, OX2 OES

PDF/A SCAN

FILMING INSTRUCTIONS
Submitter OASouth
No. of copies: 2

Headings
Site information
Line 1: [OASouth] County[Hampshire] Parish:[Winchester]
Site[Osborne Lankhills School] Site code[WINCM:AY 491]
Line 2: Excavators name[D Poore]
Line 3:

Classification of material	Tick if present
Index to archive	
Introduction	
A:Final Report	
A:Publication Report	
B:Site Data – Text: Diary/Daybook/Fieldnotes	
B: Site Data – Text: General Summaries	
B: Site Data – Text: Primary Context Records	
B: Site Data – Text: Synthesised Context Records	
B: Site Data – Text: Survey Reports	
B: Site Data – Text: Catalogue of Drawings	
B: Site Data – Text: Primary Drawings	
B: Site Data – Text: Synthesised Drawings	
C: Finds Data – Text: Primary Finds Data	
C: Finds Data – Text: Synthesised Finds Data	
C: Finds Data – Text: Specialist Reports	
C: Finds Data – Text: Box/Bag List	
D: Catalogue of Photos/Slides/Videos/X--rays	✓
E: Environmental/Ecofact Data: Primary Records	
E: Environmental/Ecofact Data: Synthesised Records	
E: Environmental/Ecofact Data: Specialist Reports	
F: Documentary	
F: Press and Publicity	
G: Correspondence	
H: Miscellaneous	

Oxford Archaeology

PHOTOGRAPHIC RECORD SHEET

SITE CODE WINCM 04491 | SITE NAME WINCHESTER OSBORNE | FILM NO.

Camera number | Lens number | Black & white / colour

Date	Negative number	View	Context(s)	Initials
17/7/12	0		IN SHOT	BD
	1	NE	E END OF AREA POST-EX SHOWING MODERN DISTURBANCE 1x2m / 1x1m WB	
	2		WOB	
	3			
	4		W. END OF TRENCH POST-EX 1x2m / 1x1m WB	
	5		WOB	
	6			
~~17/7/12~~	7	NW	SECTION 100 1x1m WB	
	8		WOB	
	9			
18/7/12	10	~~NW~~	SECTION 101 1x1m WB	
	11		WOB	
	12			
	13	N	W. END OF TRENCH POST-EX 1x2m / 1x1m WB	
	14		WOB	
	15			
	16		W END OF TRENCH POST-EX 1x2m / 1x1m WB	
	17		WOB	
	18			
	19	S	GENERAL SITE SHOT	
	20			
	21			
	22	E		
	23			
	24			
19/7/12	25	SW	TR. 2 POST-EX 1x2m / 1x1m WB	
	26		WOB	
	27			
20/7/12	28	SW	AREA POST-EX 1x2m / 1x1m WB	
	29		WOB	
	30			
	31	SE	~~[illegible]~~ S.103 1x1m WB	
	32		WOB	
	33			
19/7/12	34	SE	S.102 1x1m WB	
	35		WOB	
	36		WOB	
	37			

DIGITAL PHOTOGRAPHIC RECORD SHEET

Oxford Archaeology

SITE CODE	SITE NAME
WINCM AY91	OSBORNE SCHOOL, LANHILLS

Date	Shot number	View	Context(s)	Geo-Ref (tick)	Initials
17/7/12	1		WORKING SHOT - ONE - EXC.		BD
	2				
	3				
	4				
	5				
	6				
	7				
	8	NE	END OF TRENCH/POST-EX/MOD. DIST. 1x1 1x2m		
	9				
	10	SW	WEST END OF TRENCH POST-EX 1x2m/1x1m		
	11				
	12				
	13	E	~~MODERN DISTURBANCE~~ SECTION 100 1m		
	14				
	~~15~~		~~CLOSE UP OF CABLE/PIPE~~		
	15		MODERN DISTURBANCE		
	~~16~~				
18/7/12	16	.	CLOSE UP OF CABLE / PIPE		
	17	W	EXPOSED SERVICES		
	18	S			
	19	S			
	20	W			
	21	W	SECTION 101 1x1m WD		
	22	W	WOD		
	21	W	W END OF TRENCH POST EX 1x2m/1x1m		
	22	N			
	23	N	W END OF TRENCH POST-EX 1x2/1x1m		
	24	N			
	25	S	GENERAL SITE PHOTO		
	26	W	" " "		
19/7/12	27	W	WORKING SHOT AREA 2		
	28	NE	" " "		
	29	SW	AREA 1 BACKFILLED		
	30	N	" "		
	31	SW	TR.2 POST-EX 1x2m/1x1m WD		
	32		WOD		
	33	SE	S.102 1x1m WD		
	34	SE	WOD		

Oxford Archaeology

DIGITAL PHOTOGRAPHIC RECORD SHEET

SITE CODE	SITE NAME
WINCMAY91	OSBORNE SCHOOL, LANKHILLS

Date	Shot number	View	Context(s)	Geo-Ref (tick)	Initials
20/7/17	35	SW	AREA 2 POST-EX 1x2m/1x1m		BB
↓	36	↓	↓ ↓ ↓ NOD		↓
	37	SE	S.103 1x1m WB		
	38	↓	↓ ↓ NOB		
	39	SE	AREA 2 FOLLOWING BACKFILLING		
	40	NE	↓		
↓	41	NE	↓		↓

	A	B	C	D	E	F
1	**Site Code: WINCMAY491**		Site Name:Osborne School, Lankills			
2						
3	**Site shot Number**	**Archive Shot Number**	**View**	**Description**	**Initials**	**Date**
4	0001	0001		Working shot – pre-ex	BD	17/07/12
5	0002	0002		Working shot – pre-ex	BD	17/07/12
6	0003	0003		Working shot – pre-ex	BD	17/07/12
7	0004	0004		Working shot – pre-ex	BD	17/07/12
8	0005	0005		Working shot – pre-ex	BD	17/07/12
9	0006			Not taken	BD	17/07/12
10	0007			Not taken	BD	17/07/12
11	0008	0006	NE	E. end of trench/post-ex/mod. Dist. 1X1m 1x2m	BD	17/07/12
12	0009	0007	NE	E. end of trench/post-ex/mod. Dist. 1X1m 1x2m	BD	17/07/12
13	0010	0008	SW	West end of trench post-ex 1x1m 1x2m	BD	17/07/12
14	0011	0009	SW	West end of trench post-ex 1x1m 1x2m	BD	17/07/12
15	0012	0010	SW	West end of trench post-ex 1x1m 1x2m	BD	17/07/12
16	0013	0011	N	Section 100 1m	BD	17/07/12
17	0014	0012	N	Section 100 1m	BD	17/07/12
18	0015	0013		Modern disturbance	BD	17/07/12
19	0016	0014		Close up of cable	BD	18/07/12
20	0017	0015	W	Exposed service	BD	18/07/12
21	0018	0016	S	Exposed service	BD	18/07/12
22	0019	0017	S	Exposed service	BD	18/07/12
23	0020	0018	W	Exposed service	BD	18/07/12
24		0019	W	Exposed service	BD	18/07/12
25	0021	0020	W	Section 101 1x1m WB	BD	18/07/12
26	0022	0021	W	Section 101 1x1m NB	BD	18/07/12
27	0021	0022	N	West end of trench post-ex 1x1m 1x2m	BD	18/07/12
28	0022	0023	N	West end of trench post-ex 1x1m 1x2m	BD	18/07/12
29	0023	0024	N	West end of trench post-ex 1x1m 1x2m	BD	18/07/12
30	0024	0025	N	West end of trench post-ex 1x1m 1x2m	BD	18/07/12
31	0025	0026	S	General site photo	BD	18/07/12
32	0026	0027	W	General site photo	BD	18/07/12
33	0027	0028	W	Working shot area 2.	BD	19/07/12
34	0028	0029	NE	Working shot area 2.	BD	19/07/12
35	0029	0030	SW	Area 1 backfilled	BD	19/07/12
36	0030	0031	N	Area 1 backfilled	BD	19/07/12
37	0031	0032	SW	TR 2 post-ex 1x1m 1x2m WB	BD	19/07/12
38	0032	0033	SW	TR 2 post-ex 1x1m 1x2m NB	BD	19/07/12
39	0033	0034	SE	S.102 1x1m WB	BD	19/07/12
40	0034	0035	SE	S.102 1x1m NB	BD	19/07/12
41	0035	0036	SW	Area 2 post-ex 1x1m 1x2m WB	BD	20/07/12
42	0036	0037	SW	Area 2 post-ex 1x1m 1x2m NB	BD	20/07/12
43	0037	0038	SE	S.103 1x1m WB	BD	20/07/12
44	0038	0039	SE	S.103 1x1m NB	BD	20/07/12
45	0039	0040	SE	Area 2 following backfilling	BD	20/07/12
46	0040	0041	NE	Area 2 following backfilling	BD	20/07/12
47	0041	0042	NE	Area 2 following backfilling	BD	20/07/12
48		0043		Area 2 following backfilling	BD	20/07/12
49	0042					
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