TEST PIT
RECORDING BOOKLET

Site Code:		**Test Pit number:**	[redacted] 12

Test Pit location:	22 TWYFORD ROAD	**Grid reference:**	

Test Pit team names:	**Date of excavation:** 6TH SEPT 2026.
1. TOM SURGA	2. JOHN MAYDEN
3. LINDA SURGA	4. LOIS SURGA
5. HELEN PRIESTLEY	6. BONNIE LARTER
	7. SOPHIE PRIESTLEY

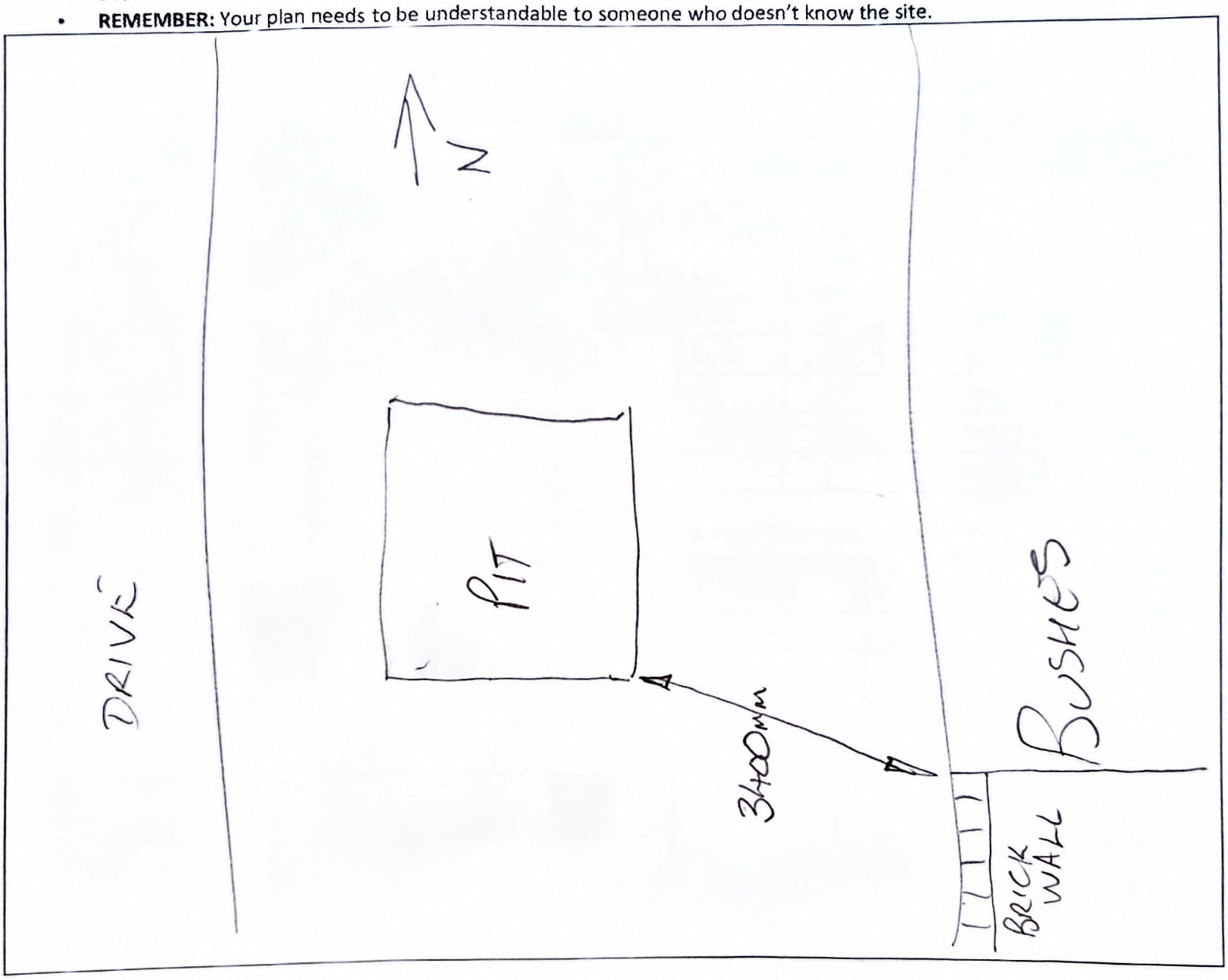
Site Code:		Test Pit number:	

TEST PIT LOCATION MAP

Map drawn by:

Make an annotated sketch plan of the test-pits location.

- Show where the test-pit is in relation to features such as houses, boundaries, roads, walls etc. These need to be features that can be found on an Ordnance Survey map.
- Include lines showing the exact distances from the test-pit to permanently identifiable points such as buildings or field corners.
- Draw your test-pit as a square with the corners numbered 1-4, to correlate with the numbers on each Layer plan.
- Draw an arrow showing the direction of North on your map.
- **REMEMBER:** Your plan needs to be understandable to someone who doesn't know the site.



TEST-PIT COMPLETION CHECKLIST		NAME:	
TASK	**COMPLETED**	**TASK**	**COMPLETED**
All Layer sheets completed		Test Pit located with GPS	
Section drawings completed		Test Pit back-filled	
Location map completed		Loaned equipment returned	
Post-excavation photograph taken		Test Pit record form and finds handed in	
All finds bagged and labelled		**SIGNED OFF:**	

Site Code:	BCD5-6426	Test Pit number:	13

LAYER RECORD FORM

Layer recorded by: LS

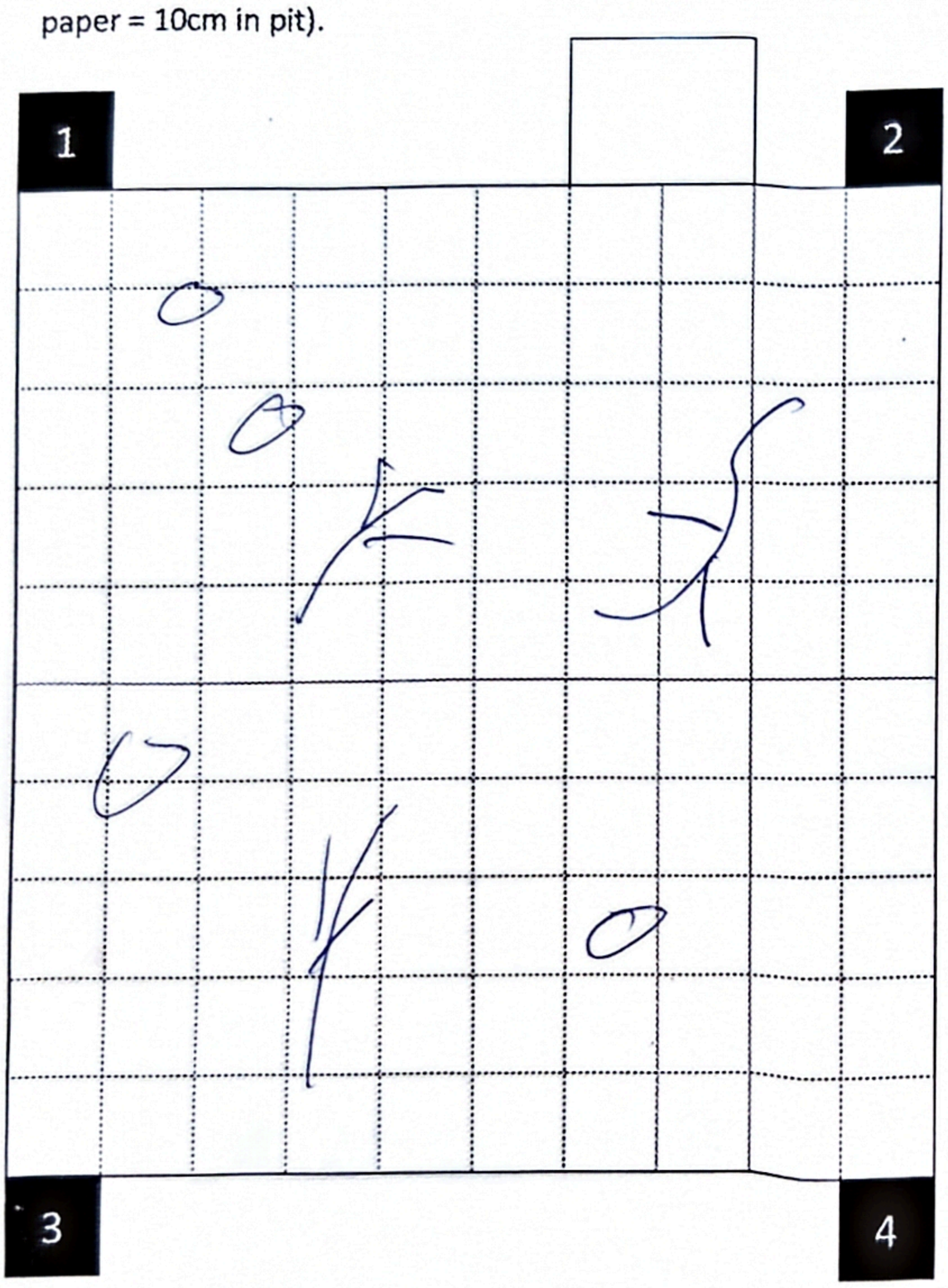
Layer number: 1

1. What depth is the surface of the top of this Layer at the four corners of your test pit (numbered in black boxes below)?

1	0cm	2	0cm	3	0cm	4	0cm

2. Make a measured, labelled plan of this Layer in the square grid below (1cm on paper = 10cm in pit).

3. Draw an arrow in the box below pointing in the direction of North on your plan.



4. Describe what you've drawn on the plan. Add any notes which help explain what you have shown on your plan.

ROOTS, STONES + ROCKS IN ABUNDANCE

5. What was the soil composition of this Layer? Use **GUIDE 1** on page 1.

loam.

6. What colour was this Layer? Use **GUIDE 2** on page 1.

dark brown

7. What was in this Layer (apart from finds)? Write non-listed inclusions into blank rows if necessary. **GUIDE 3.**

	Present y/n	%	Inclusion size (tick all boxes that apply)			
Stone	✓	2%	Flecks	Small	Med	Large
Charcoal	✓		(Flecks)	Small	Med	Large
Sand	—		Flecks	Small	Med	Large
Clay	—		Flecks	Small	Med	Large
Roots	✓		Flecks	(Small)	Med	Large
			Flecks	Small	Med	Large
			Flecks	Small	Med	Large
			Flecks	Small	Med	Large

8. What finds were in this Layer? Tick the relevant boxes and/or list any other finds in the space below.

None		Pottery	✓
Glass	✓	Metal	
Flint		Bone	
Building material		Shell	

RECORDING CHECKLIST	
Task:	**Tick when completed:**
Draw plan of layer **BEFORE** starting to dig it.	✓
Dig Layer, sieve spoil, keep and record finds (record percentage sieved).	100 %
Place finds in clearly labelled bag (write site code, test pit number and Layer number on bag).	✓
Fill in **ALL** of this **LAYER RECORD FORM.**	✓

Site Code:	BCD5-6926	Test Pit number:	13

LAYER RECORD FORM

Layer recorded by: LS.

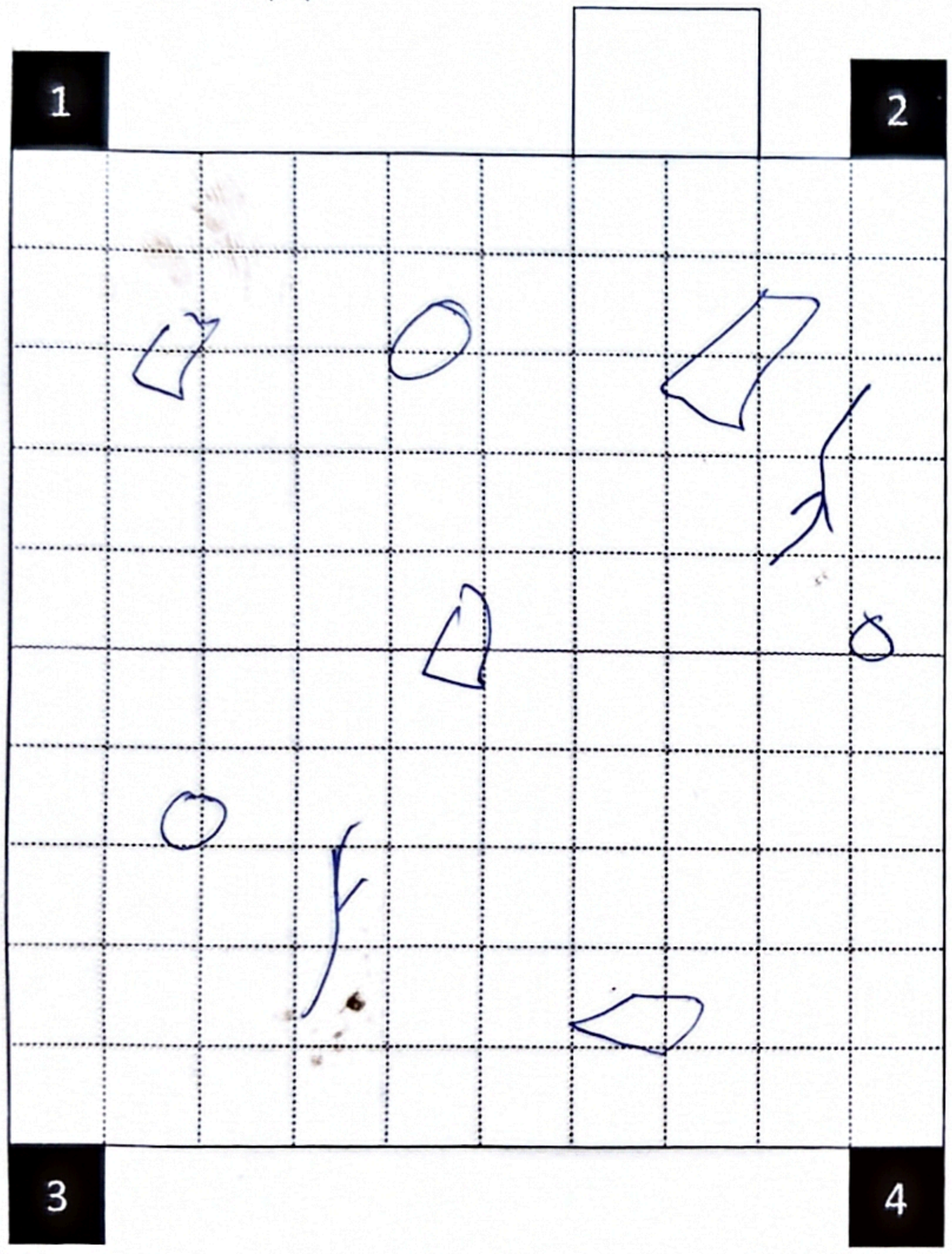
Layer number: 2

1. What depth is the surface of the top of this Layer at the four corners of your test pit (numbered in black boxes below)?

1	2	3	4

2. Make a measured, labelled plan of this Layer in the square grid below (1cm on paper = 10cm in pit).

3. Draw an arrow in the box below pointing in the direction of North on your plan.



4. Describe what you've drawn on the plan. Add any notes which help explain what you have shown on your plan.

STONES + ROCKS PRESENT
SOME ROOTS

5. What was the soil composition of this Layer? Use **GUIDE 1** on page 1.

Loamy

6. What colour was this Layer? Use **GUIDE 2** on page 1.

dark brown

7. What was in this Layer (apart from finds)? Write non-listed inclusions into blank rows if necessary. **GUIDE 3.**

	Present y/n	%	Inclusion size (tick all boxes that apply)			
Stone	✓	5%	Flecks	Small	Med	Large
Charcoal	✓		(Flecks)	Small	Med	Large
Sand	✓		(Flecks)	Small	Med	Large
Clay	—		Flecks	Small	Med	Large
Roots	✓	10%	Flecks	Small	(Med)	Large
			Flecks	Small	Med	Large
			Flecks	Small	Med	Large
			Flecks	Small	Med	Large

8. What finds were in this Layer? Tick the relevant boxes and/or list any other finds in the space below.

None		Pottery	✓
Glass	✓	Metal	✓
Flint		Bone	
Building material		Shell	

RECORDING CHECKLIST	
Task:	**Tick when completed:**
Draw plan of layer **BEFORE** starting to dig it.	✓
Dig Layer, sieve spoil, keep and record finds (record percentage sieved).	100 %
Place finds in clearly labelled bag (write site code, test pit number and Layer number on bag).	✓
Fill in **ALL** of this **LAYER RECORD FORM.**	✓

Site Code:	BCD5-6926	Test Pit number:	4E

LAYER RECORD FORM

Layer recorded by: TOM SURGA

Layer number: 3

1. What depth is the surface of the top of this Layer at the four corners of your test pit (numbered in black boxes below)?

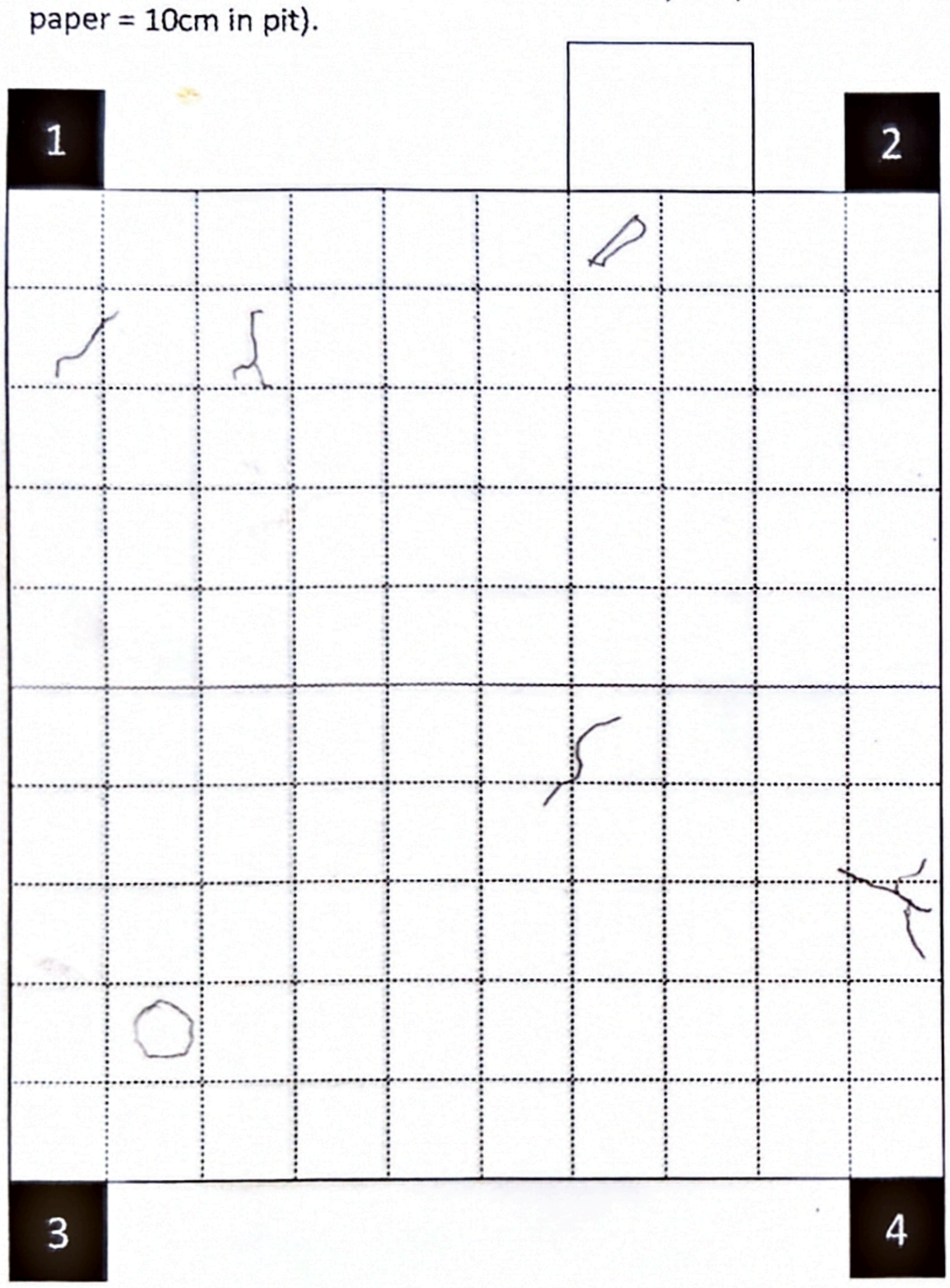
1	2	3	4

5. What was the soil composition of this Layer? Use **GUIDE 1** on page 1.

Loam

2. Make a measured, labelled plan of this Layer in the square grid below (1cm on paper = 10cm in pit).

3. Draw an arrow in the box below pointing in the direction of North on your plan.



6. What colour was this Layer? Use **GUIDE 2** on page 1.

Dark brown

7. What was in this Layer (apart from finds)? Write non-listed inclusions into blank rows if necessary. **GUIDE 3.**

	Present y/n	%	Inclusion size (tick all boxes that apply)			
Stone	Y	10	Flecks	Small	Med	Large
Charcoal	Y	5	Flecks	Small	Med	Large
Sand	N		Flecks	Small	Med	Large
Clay	N		Flecks	Small	Med	Large
Roots	Y	5	Flecks	Small	Med	Large
			Flecks	Small	Med	Large
			Flecks	Small	Med	Large
			Flecks	Small	Med	Large

8. What finds were in this Layer? Tick the relevant boxes and/or list any other finds in the space below.

None		Pottery	✓
Glass	✓	Metal	✓
Flint		Bone	
Building material		Shell	

4. Describe what you've drawn on the plan. Add any notes which help explain what you have shown on your plan.

ROCKS, STICKS + STONES

RECORDING CHECKLIST	
Task:	**Tick when completed:**
Draw plan of layer **BEFORE** starting to dig it.	✓
Dig Layer, sieve spoil, keep and record finds (record percentage sieved).	%
Place finds in clearly labelled bag (write site code, test pit number and Layer number on bag).	
Fill in **ALL** of this **LAYER RECORD FORM**.	

Site Code:	BCDB-6926	Test Pit number:	13

LAYER RECORD FORM

Layer recorded by: TOM SURGA

Layer number: 4

1. What depth is the surface of the top of this Layer at the four corners of your test pit (numbered in black boxes below)?

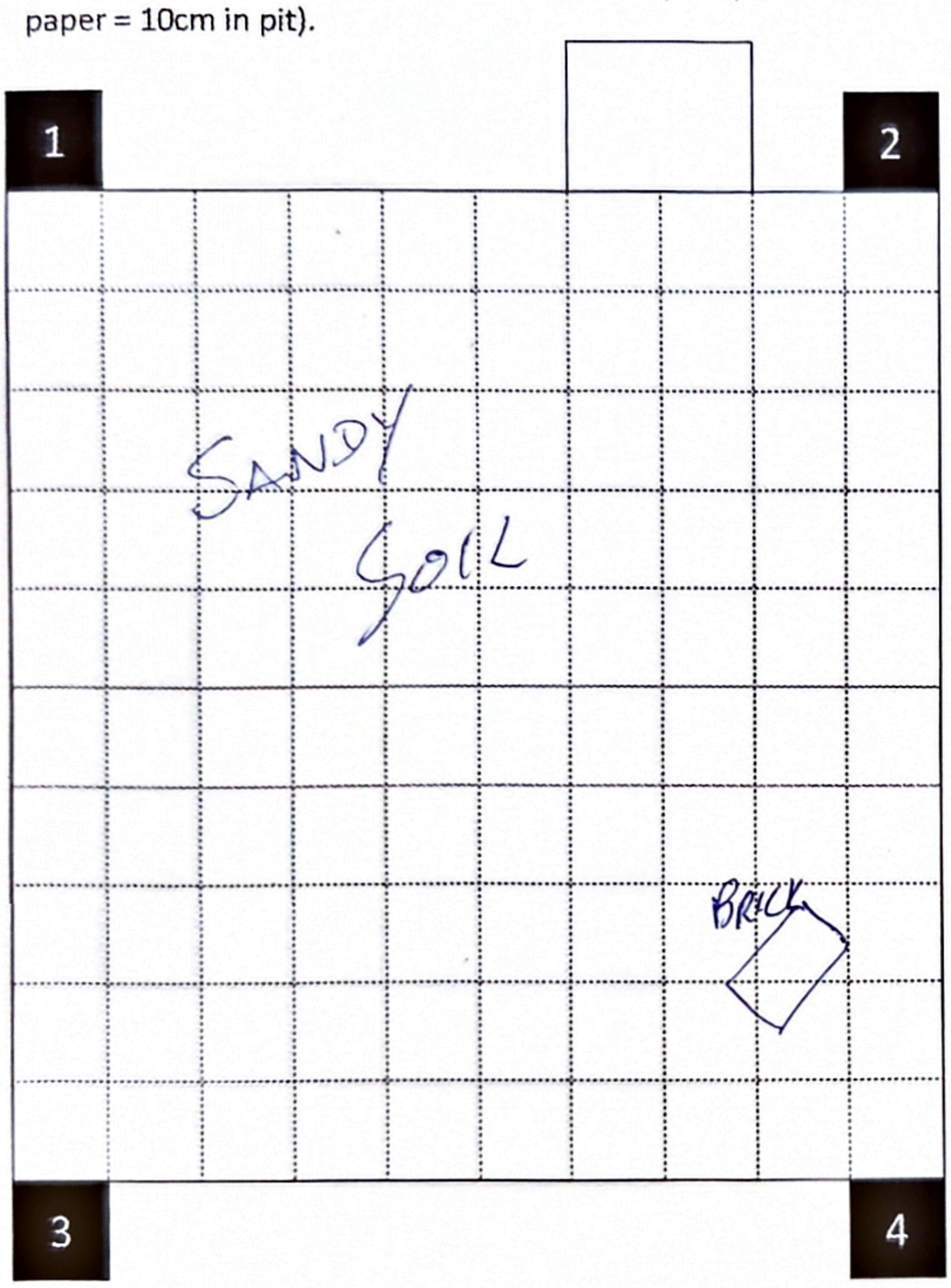
1	2	3	4

5. What was the soil composition of this Layer? Use **GUIDE 1** on page 1.

LOAM / SAND

2. Make a measured, labelled plan of this Layer in the square grid below (1cm on paper = 10cm in pit).

3. Draw an arrow in the box below pointing in the direction of North on your plan.



6. What colour was this Layer? Use **GUIDE 2** on page 1.

LIGHT BROWN

7. What was in this Layer (apart from finds)? Write non-listed inclusions into blank rows if necessary. **GUIDE 3.**

	Present y/n	%	Inclusion size (tick all boxes that apply)			
Stone	Y		Flecks	Small	Med	Large
Charcoal	N		Flecks	Small	Med	Large
Sand	Y		Flecks	Small	Med	Large
Clay	N		Flecks	Small	Med	Large
Roots	N		Flecks	Small	Med	Large
			Flecks	Small	Med	Large
			Flecks	Small	Med	Large
			Flecks	Small	Med	Large

8. What finds were in this Layer? Tick the relevant boxes and/or list any other finds in the space below.

None		Pottery	✓
Glass	✓	Metal	
Flint	✓	Bone	✓
Building material	✓	Shell	

4. Describe what you've drawn on the plan. Add any notes which help explain what you have shown on your plan.

PRETTY PLAIN, LOAMY/SANDY SOIL. 1 LARGE PIECE OF BRICK

RECORDING CHECKLIST	
Task:	**Tick when completed:**
Draw plan of layer **BEFORE** starting to dig it.	✓
Dig Layer, sieve spoil, keep and record finds (record percentage sieved).	100 %
Place finds in clearly labelled bag (write site code, test pit number and Layer number on bag).	✓
Fill in **ALL** of this **LAYER RECORD FORM**.	✓

Site Code:		Test Pit number:	

SECTION DRAWINGS FORM

Sections recorded by:

Make a measured, labelled section of each side of your test pit in the square grids below (1cm on paper = 10cm in pit).

1 Ground level 2

2 Ground level 4

4 Ground level 3

3 Ground level 1