OADP18 - Archive Notes

Deposition

The archive is deposited at the Yorkshire Museum (accession number YORYM : 2018.160).

Finds selection policy

All unstratified finds from surface collection or topsoil / plough soil contexts were discarded after recording and analysis and do not form part of the material archive.

All industrial waste material (slag) from the post-medieval plough soil layers (contexts 1101, 1201, 1301, 1401, 1501 and 1601) was discarded. For stratified contexts, industrial waste material was mostly discarded, with only a representative sample kept from each context. Preference was given to retaining a variety of different waste material types across the assemblage.

Archive organisation

All bags are labelled with site code and context number. Finds are grouped by material type. Pottery finds are further grouped by trench number. Context 1253 from Trench 2 is bagged separately as it contains a sizeable proportion of the overall assemblage.

Pottery finds bags are also labelled with a 'small find' number in a triangle, allocated by the specialist, that corresponds to the 'SfNo' column in the pottery spreadsheet. Where pottery sherds have been removed after analysis (for C14 dating or otherwise), this is recorded in the 'Retained for archive' column in the pottery spreadsheet.

Context numbers are a 4-digit number, where the first digit corresponds to an overarching project site number, the second digit corresponds to the trench, and the last two correspond to the deposit or feature. For example, context 1253 is site 1, trench 2, deposit 53 (a ditch fill).