



EXCURSION PLAN: PERTH WRITERS FESTIVAL SCHOOLS DAY

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PURPOSE OF THE EXCURSION

- To attend the Perth Writers Festival Schools Day as part of the 2014 Festival.

ENVIRONMENT

- Venue: Perth Writers Festival Precinct, The University of Western Australia.
- Please contact the venue for specific information:

<http://www.theatres.uwa.edu.au/attend> Ph: (08) 6488 2691.

TRANSPORT

- Transport arrangements are the responsibility of the school.
- For public transport options contact Transperth <http://www.transperth.wa.gov.au>.
- Buses should enter the University from Winthrop Avenue, turn left and follow the inner ring road east until the bus bays are reached (east of the tennis courts). If these bays are at full, buses can proceed to Car Park 23 (Boatshed), Synergy Parkland May Drive in Kings Park or Nelson Crescent near the WACA and wait to return to the bus bays for pick up.
- Schools are advised to allow adequate time for travelling to the venue and to arrive 30 minutes before the session commences. Latecomers will not be admitted until an appropriate break in the session.

STUDENTS

- The Perth Writers Festival Schools Day includes sessions for students from Lower Primary through to Upper Secondary.



- Sessions contain a variety of curriculum links including General Capabilities, Aboriginal and Torres Strait Islander histories and culture, Asia and Australia's engagement with Asia, English, Drama, Media, Visual Arts, Civics and Citizenship, History and Languages.
- Students will be attending at least two workshops of 45 minutes each with a 15 minute break in between. Those attending both the morning and afternoon sessions will have a 45 minute lunch break.
- All students should bring sunscreen and water. Students attending the full day program should bring lunch.
- If you are bringing students with special needs or intensive health care needs please contact the venue to ensure that the venue is suitable.

SUPERVISOR / SUPERVISORY TEAM

- It is the responsibility of the school to develop a supervisory team that meets their specific requirements in line with the recommendations for supervision below.
- Perth International Arts Festival, performers and venue staff may lead, demonstrate, perform and present activities but will not undertake any role in a supervisory context.
- It would be appreciated if the person with overall responsibility for the group makes themselves known to front of house venue management

EXTERNAL PROVIDER INFORMATION

- The Perth International Arts Festival presents *Perth Writers Festival Schools Day* as part of the 2014 program.
- The Festival has a public liability insurance policy for \$20 million.

IDENTIFICATION OF EXCURSION PARTICIPANTS

- This is the responsibility of schools.
- School uniform or some form of easily identifiable item for each student is an option which may be considered by schools.



COMMUNICATION STRATEGIES

- The contact phone number for the Perth International Arts Festival is (08) 6488 2000.
- The contact phone number for UWA Theatres is (08) 6488 2691.

EMERGENCY RESPONSE PLAN

- Schools will have their own Emergency Response Plan pertaining to the particular needs of their students.
- In the event of a site emergency, school supervisory teams are responsible for managing the movement of students under the direction of venue staff. School supervisory teams are strongly encouraged to meet supervision requirements to further support these procedures.
- It is suggested that school staff have access to a list of names of participating students, contact telephone numbers, student medical information and relevant health information of supervisors.

BRIEFING STUDENTS AND SUPERVISORS

- It is the school's responsibility to brief students on excursion arrangements and performance etiquette prior to attending.
- Please arrive half an hour before the session is due to commence.

FURTHER INFORMATION

- Please contact Jemma Gurney (Education Officer) on (08) 6488 8636 should you require any further information or assistance.

This information is valid from 6 November 2013.