

# PORT ARTHUR HISTORIC SITE MANAGEMENT AUTHORITY

## VENUE AND SAFETY INFORMATION FOR SCHOOL EXCURSIONS

<b>Venue name</b>	Port Arthur Historic Site		
<b>Location</b>	Port Arthur, Tasmania 7182		
<b>Phone number</b>	03 6251 2300	<b>Fax number</b>	03 6251 2322
<b>Web address</b>	<a href="http://www.portarthur.org.au">www.portarthur.org.au</a>		
<b>Education Contact</b>	<a href="mailto:education@portarthur.org.au">education@portarthur.org.au</a>		
<b>Insurance</b>	<i>Does the venue have public liability insurance?</i>		Yes



Activity/program	Recommended age group/fitness level/prerequisite skills	Staff accreditation/competence for this activity/program	Potential risks	Control strategies
<b>Common to all programs</b> Education Walk Brickmaking	All students	Port Arthur Education Program and Guide Training Cert III or equivalent experience	Slipping on gravel and uneven surfaces. Wet grass and mud	Instruct students to walk, not run. Close supervision and control by teachers & accompanying adults. Supervision by PAHSMA staff during activities. Visitors advised to wear closed, appropriate footwear.
		Emergency evacuation training for all PAHSMA staff	Uneven steps, fragile fabric of the ruinous walls & buildings.	The PAHSMA website Education link lists guidelines for students and other visitors and encourages respect for the fabric of the site through appropriate interaction. Staff presence and signage warn of potential difficulties and sensitivities in some areas on site.
		All tour guides hold current Workplace Level 2 First Aid	Sun exposure/cold or changeable weather	Schools ensure all students have hats & sunscreen and wear appropriate clothing or be prepared for change in weather conditions.
			Jetty & Harbour Cruise	Safety rails surround the jetty. Safety briefing given on board the boat. School staff asked to supervise students and be in charge of them at all times.

Please note that the information provided above was current as at 14/09/2022. It has been provided by the venue to assist teachers in their risk management planning for excursions. If further information is required please contact the venue.

<b>Guided tours</b>	Grades 4 and above		Isle of the Dead & Point Puer Boys' Prison	Both tours are under the control of PAHSMA guides with teachers, staff and accompanying adults supervising. All warnings and requirements are the same for these tours as for the main site.
<b>Common to all programs</b>	All students		Other incidents	Port Arthur Historic Site Management Authority does its best to ensure that all areas on site and inside buildings are safe for use by visitors. If unforeseen circumstances arise, PAHSMA staff will issue instructions for students' safety using the Emergency Management Plan (EMP). Assistance from teachers and accompanying adults in the supervision of students is anticipated in all circumstances.

<b>Supervision/services</b>	One or more PAHSMA staff are allocated to each guided activity depending on what type of activity and numbers of visitors/students involved. Group size restrictions apply to all activities; please see the PAHSMA website Education link for details. Students' behaviour, conduct and overall supervision while on the Port Arthur Historic Site are the responsibility of the school staff and accompanying adults at all times.			
	Port Arthur Historic Site has a <b>First Aid Room</b> in the Visitor Centre and <b>First Aid kits</b> at locations throughout the Site.			
	All tour guides and most other staff members hold Workplace Level II First Aid certificates.			
	Most areas of the Site are wheelchair accessible. Ramps and a lift give access into the Visitor Centre.			

<b>Access</b>	<i>Are access to and departure from the site safe and without risk to health?</i>		Yes
	<i>Is the venue wheelchair accessible?</i>	Most areas of the Site are wheelchair accessible Ramps and a lift give access into the Visitor Centre. <u>Point Puer is not wheelchair accessible</u> Isle of the Dead is wheelchair accessible with assistance.	
	<i>Are wheelchairs available?</i>	Wheelchairs are available to loan, bookings are encouraged to ensure availability	
	<i>Are disabled toilets available?</i>	Toilets are available in the Visitor Centre and throughout the site.	

<b>Emergencies</b>	<i>Are emergency procedures in place at the site?</i>	Yes
	<i>Are staff trained to deal with emergency situations?</i>	Yes

<b>Construction/Maintenance/Repair</b>	<i>Are licensed personnel used for all construction, maintenance and repair work?</i>	Yes
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