

<p>PERTH INTERNATIONAL ARTS FESTIVAL</p>		<p><small>THE UNIVERSITY OF WESTERN AUSTRALIA</small></p> 	<p>M418 . The University of Western Australia 3 Crawley Avenue . Crawley WA 6009 P +61 8 6488 2000 F +61 8 6488 8555 perthfestival.com.au ABN 37 882 817 280</p>
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Perth Writers Festival Schools Day – Excursion Management

Please contact the Education Officer for further information

Purpose of the Excursion

To attend sessions presented by authors and illustrators as part of the Perth Writers Festival Schools Day. This has links to several learning areas of the Curriculum Framework.

Environment

Venues: Octagon Theatre and Perth Writers Festival Tent, University of Western Australia

These venues have wheelchair access.

Please contact the UWA Theatres for specific information about the venues - www.theatres.uwa.edu.au/

Transport

Transport arrangements are the responsibility of the school.

For public transport options contact Transperth - 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 there are more buses than can fit in the bus bays, after drop off buses can proceed to Car Park 23 (Boatshed) and wait there to return to the bus bays for pick up.

Schools are advised to allow adequate time for travelling to the venue, as latecomers will not be admitted until an appropriate break in the performance.

Student's Capacity

This performance is suitable for high school students. It contains Curriculum Framework links to English and Society and Environment.

There are five sessions in the day, each lasting for 40 minutes.

If you are bringing students with special needs or intensive health care needs please contact the venue to ensure that the venue is suitable. For activity specific information please contact the Perth International Arts Festival.

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, speakers and venue staff may lead, demonstrate, perform and present activities but will not undertake any role in a supervisory context.

External Provider Information

The Perth International Arts Festival presents individual authors and illustrators as part of the 2008 programme.

The Festival has a public liability insurance policy for \$20 million.

Supervision Strategies

The development of supervision strategies is the responsibility of schools. The Perth International Arts Festival recommends the ratio of 1 teacher per 15 students as a guide.

School groups will be seated together in the theatre where possible to assist in supervision. It is recommended that teachers spread themselves amongst their students in the venue so they can monitor student behaviour.

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 University Theatres is 6488 2691. The contact phone number for the Perth International Arts Festival is 6488 2000.

Emergency Response Plan

For information on venue emergency response planning for the venues, please contact the venue directly - www.theatres.uwa.edu.au/

Briefing Students and Supervisors

Comprehensive Audience Etiquette Guidelines are contained on the Education Page of the Festival website (www.perthfestival.com.au). It is the school's responsibility to brief students on excursion arrangements and performance etiquette prior to attending.

Teachers are encouraged to contact the Education Officer on 6488 8636 to arrange a pre-visit briefing by telephone. The teacher pre-visit phone briefing will allow teachers to ask questions and clarify excursion arrangements.

Other Relevant Details

This information is valid on 21 February 2008

Approved by: Julian Donaldson, General Manager