

VENUE AND SAFETY INFORMATION FOR SCHOOL EXCURSIONS

Teachers should note this document was developed to assist in excursion planning. *Sculpture by the Sea Inc* cannot make the risk assessment for you. Teachers must make their own risk assessment based on the information provided and the understanding of their own particular group of students. Please contact the Education & Conference Manager if you have any questions.

Bondi to Tamarama Coastal Walk

This walk includes Bondi and Tamarama Beaches, Mark's Park, pathways, with occasional seating and several staircases. The beachside parks offer picnic shelters, play areas, kiosks, toilets and change-rooms.

- See brochure on local council's website at www.waverley.nsw.gov.au/council/bprs/parks/coastwalk.pdf

Sculpture by the Sea

Between 29 October and 15 November 2009, over one hundred sculptures are exhibited along the Bondi to Tamarama Coastal Walk. Apart from these sculptures, site offices, catalogue kiosks, sponsor displays and workshop marquees are located along the walk and are staffed with *Sculpture by the Sea* staff and volunteers.

- See map at sculpturebythesea.com, education

Venue name	Sculpture by the Sea			
Location	Bondi to Tamarama Coastal Walk			
Phone number	02 8399 0233			
Web address	www.sculpturebythesea.com			
Insurance	Sculpture by the Sea has public liability cover			
Activities/programs listed below	Recommended age group/fitness level/ prerequisite	Staff accreditation competency for this activity program	Potential risks List hazards/risks related to each activity/program and the venue	Control strategies Outline strategies for ensuring visitor safety for this potential risk
1. Common to all programs/activities	See individual listing below	See individual listing below	1. Uneven paths, steps with and without railings, grassed areas, concrete paths, unfenced areas near cliffs, sand, sandy and/or wet walking surfaces, cliffs, ocean	1. Students should be advised in advance of the nature of the coastal path and behave accordingly. Students should be advised to walk and not run at all times, not to climb on any temporary or permanent structures including sculpture, vegetation, walls, fences. Enclosed shoes with appropriate soles should be worn.

			<p>2. Weather conditions: sun, wind, rain</p> <p>3. Sculptures - protruding and or sharp objects, moving parts, hollow or unsupportive materials</p> <p>4. Other people</p> <p>5. Lost children – narrow paths, excursion over a large area</p> <p>6. Need for First Aid</p>	<p>2. Workshops take place in marquees on flat ground within a park. Students/teachers are advised to wear enclosed shoes with flat soles, wear protective headgear, eyewear and sunscreen, bring water bottles. Students should be aware of meeting place if weather becomes unsuitable.</p> <p>3. Students should be advised in advance of the diverse nature of the sculptures and behave accordingly. They should take care and only touch sculptures with adult supervision. A Sculpture Safety Rating is included in the Kids' Guide (available at Kiosks \$5) or download from website.</p> <p>4. Students should be advised to keep close to the class group & supervisors. Teachers should keep students in sight, arrange to meet up after short distances walked (eg at particular sculptures or landmarks).</p> <p>5. Students should be aware of the location of all kiosks/site offices. Contact staff identified by blue t-shirt with logo or at kiosks.</p> <p>6. First Aid certified officer available via walkie-talkies. Contact staff identified by blue t-shirt with logo or at kiosks.</p>
2. Workshops	<p>Years 3 – 8</p> <p><i>Fitness N/A</i></p> <p><i>Pre requisites N/A</i></p>	<ul style="list-style-type: none"> ▪ Key Education staff have tertiary qualifications in Education and extensive experience with teaching & conducting workshops ▪ Artists 	<p>1. Includes everything listed as risks common to all activities</p> <p>2. Workshop equipment</p>	<p>1. See above listing</p> <p>2. Students/teachers will be advised of safe usage of all equipment/materials before use.</p>

		<ul style="list-style-type: none"> Volunteers – experienced with children and/or arts and all have Child Protection Clearance 		
3. Study tours	<p>Years 7 – 12</p> <p><i>Fitness</i> – average level for steps, gradual inclines and walking</p> <p><i>Pre requisites</i> – Students/teachers etc should be made aware in advance of the particular site</p>	<ul style="list-style-type: none"> Key Education staff have tertiary qualifications in Education and extensive experience with teaching & conducting workshops Artists <p>NB All the above have Child Protection Clearance</p>	1. Includes everything listed as risks common to all activities	2. See everything listed as risks common to all activities
4. Self directed tour led by teacher	<p>Years K - 12</p> <p><i>Fitness</i> – average level for steps, gradual inclines and walking</p> <p><i>Pre requisites</i> Students/teachers etc should be made aware in advance of the particular site</p>	Provided by school	Includes everything listed as risks common to all activities.	Includes everything listed as risks common to all activities

Equipment <i>List any equipment, including personal protective equipment, to be provided for use during the activities/ programs</i>	
workshops	<ul style="list-style-type: none"> sculpture materials and equipment (e.g. recycled materials, plastic /foam sheeting, wire, scissors, pliers, wire snips, cardboard)
	<p><i>Is all equipment at the venue maintained in accordance with the OHS Regulation and appropriate standards?</i></p> <p style="text-align: right;">Yes</p>

Other requirements <i>Where relevant, list other requirements such as clothing, footwear and sun bring. Indicate if any items are provided by the venue</i>	<p>Students/teachers are advised to wear enclosed shoes with flat soles, sun hats, sunglasses (as required) and sunscreen and to bring water bottles.</p> <p>We recommend that contingencies for wet/windy weather be made. <i>Sculpture Inside</i> is located indoors at the Bondi Pavilion and the Tamarama Surf Life Saving Club but has limited space for large numbers.</p>
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Access	<i>Are access to and egress from the premises safe and without risk to health? Yes</i>
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	<p><i>Is the venue wheelchair accessible?</i></p> <p>The best places to get wheel chair access to the exhibition are down the driveway ramp at Tamarama Beach on Pacific Drive or the corner of Fletcher Street and Mark's Lane. These two locations enable reasonable access to significant sections of the exhibition without having to manage stairs. However we do recommend you have assistance. Should you wish to access these locations please contact our site office on 8399 0233 so staff can be advised accordingly. Once drop offs have been made all vehicles must then move and find parking on the street, where normal parking restrictions will continue to operate. Please note that the grass park areas of the exhibition do not have pathways so people in wheel chairs should take this into account when planning their visits.</p>
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Emergencies	<i>Are emergency procedures in place in the venue?</i>	Yes
	<i>Are staff trained to deal with emergency situations?</i>	Yes

Construction/ Maintenance/Repair	<i>Are licensed personnel used for all construction, maintenance and repair work?</i>	
	<p>1. <i>Park, beaches and coastal walk:</i> Yes Waverley Council maintenance</p> <p>2. <i>Sculptures:</i> No Artists and exhibition staff are involved in the construction, maintenance and repair work of the sculptures</p>	

First Aid	<i>Are first aid kits available for each activity?</i>	Yes
	<i>Is there a trained first aid officer at the venue?</i>	Yes, First Aid certified officer available via walkie-talkies. Contact staff identified by blue t-shirt with logo.
	<i>Is a first aid room available?</i>	No

Child-related employment	<i>Are employees of your organisation engaged in child-related employment as defined by the Commission for Children and Young People Act 1998 and the Child Protection (Prohibited Employment) Act 1998?</i>	Yes
	<i>If yes, which Approved Screening Agency in NSW has registered your organisation as a child-related employer for the purpose of employment screening?</i>	Department of Education and Training NSW
	<i>If your organisation is registered with an Approved Screening Agency in NSW, have all paid staff undergone employment screening?</i>	Yes
	<i>Have all staff, paid and unpaid, completed a Prohibited Employment Declaration?</i>	Yes All Education Staff and Artists working in the Education Program.
If unsure about the status of your organisation or these legislative requirements, contact should be made with the Employment Screening Unit of the NSW Department of Education and Training on (02) 9836 9200.		