



VENUE and SAFETY INFORMATION for SCHOOL EXCURSIONS

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| Venue Name | Temora Aviation Museum | | |
| Location | 1 Tom Moon Avenue, Temora NSW 2666 | | |
| Mailing Address <small>If different to location</small> | PO Box 263, Temora NSW 2666 | | |
| Phone Number | 02 6977 1088 | Fax Number | 02 6977 1288 |
| Email | info@aviationmuseum.com.au | Web Address | www.aviationmuseum.com.au |
| Insurance | Does the venue have public liability cover? | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| Activities / Programs Provide a general description of each activity/program and recommend age, group, fitness level, prerequisite skills, etc required. Also list the accreditation / competence of staff to provide the activity / program. | Activity / Program | Age group, fitness level, prerequisite skills, etc req'd | Staff accreditation / competence |
| | <ul style="list-style-type: none"> • Guided tour of the facilities • Theatre (38 seats) • Table & seating under shade sails for meals or resting. | All ages; the only physical activity is walking, wheel chair access is available to most areas. | Staff and Volunteers have received CPR and fire safety training. |
| Safety Issues / Considerations List (potential) hazards related to each activity / program and the venue and outline strategies for ensuring visitor safety. | (potential) Hazards | Safety Strategies | |
| | <p>Access to one of the optional exhibits is a staircase.</p> <p>There is one step into the Display Hangar.</p> <p>Noise from Jet Engines</p> | <p>The staircase is enclosed and protected from the weather.</p> <p>The step has hazard markings. This step can be by-passed via a disabled access ramp.</p> <p>Students will be instructed to block their ears.</p> | |
| Equipment Where relevant, list any equipment, including personal protective equipment (PPE), to be provided for use during the activities / programs. Can you confirm that this equipment is maintained, repaired and in good order with safety features operational? | Equipment | Good working order and safety features operational (yes/no) | |
| | Not Relevant | | |

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| Clothing / Footwear / Other Where relevant, list clothing / footwear and other items participants are required to bring. Indicate if any items are provided by the venue. | Clothing / Footwear / Other Items Required Clothing appropriate to local weather conditions. Enclosed shoes must be worn by students and teachers. | | |
| Supervision / Services | Supervision / Services | | |
| Outline services provided by venue staff including briefings, guided tours, supervision of activities, etc. | The Museum will provide one guide to twenty students for the duration of the tour and activities. All students will receive a safety briefing at the beginning of the tour. Any additional time for meal breaks spent on site will not be supervised by Museum staff. | | |
| Access | Are access to and egress from the premises safe and without risk to health and safety? | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| | Is the venue wheelchair accessible? | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| Emergencies | Are emergency procedures in place for the venue? | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| | Are staff trained to deal with emergency situations? | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| First Aid Describe first aid facilities, etc | First aid kits are kept in the Gift Shop and the Engineering Hangar. Multiple staff members hold Current First Aid Certificates. | | |
| Construction / Maintenance / Repair | Are licensed personnel used for all construction, maintenance and/or repair work? | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| Additional Comments (if any) | Rope barricades are around the displayed aircraft; persons are requested not to go behind these barricades. Free admission is offered to school teachers and adult supervisors in a ratio of 1adult :10 children. These adults are required to assist the Museum personnel with student supervision. | | |
| Please Note: The information provided above was current at (insert date). 2nd February 2011 If this information changes, the venue will advise DET and provide an update. | | | |

Temora Aviation Museum
 PO Box 263
 Temora NSW 2666
www.aviationmuseum.com.au