

## NATIONAL TRUST



**The National Trust conserves, interprets, promotes access to and empowers learning about Western Australia's unique heritage.**

Physical Address: York Courthouse Complex  
Avon Terrace  
York WA 6302  
Postal Address: PO Box 1162  
West Perth WA 6872  
Phone: (08) 9321 6088  
Fax: (08) 9324 1571  
Email: [trust@ntwa.com.au](mailto:trust@ntwa.com.au)  
Website: [www.ntwa.com.au](http://www.ntwa.com.au)  
Contact: Education Officer

### **Purpose of the Excursion**

The National Trust delivers and supports education and learning experiences that engage students with their history and heritage in order to instil a commitment to valuing heritage.

All programs support the Overarching Values of the Western Australian *Curriculum Framework* through one or more of the eight Learning Areas – especially Society & Environment.

Excursion content can be tailored to suit individual teacher's needs.

View our resources and programs on [www.ntwa.com.au](http://www.ntwa.com.au) then contact the National Trust to discuss your needs.

### **Environment**

York is an important historic town 97kms east of Perth. It has numerous buildings of heritage significance.

York Courthouse Complex is heritage listed and comprises several buildings including:

- Gaol (1852)
- Exercise Yard (1875)
- Courthouses (1874 and 1895)
- Troopers' Cottage (1879)
- Lock-Up Keeper's Residence (1903)
- Police Station (1908)
- Police Residence (1910)
- The Stableyard.

and outside areas. Most of the Complex was in continual use until 1981.

The main building is two storeys. The entry is on Avon Terrace, the main street of York.

Only the ground floor and grounds are accessible to people in wheelchairs.

There are outside public toilets within the Complex.

Personal property can be left in the Complex during the excursion at students and visitors own risk. The National Trust accepts no responsibility for lost or damaged property.

The buildings and grounds are accessible to schools by prior arrangement.

**Transport**

Transport is the responsibility of the school.

Buses can drop students outside the main entry of the Complex in Avon Terrace on the south side. There is free parking for cars and buses behind the Complex.

The National Trust takes no responsibility for transport left unattended.

**Student's Capacity**

Visiting York Courthouse Complex gives students a connection with the historic, social and aesthetic heritage of Western Australia.

A visit allows students to investigate continuity and change over time.

The Complex can accommodate students from Years 1 to 12. The Complex can accommodate up to 30 students although school supervisory teams are asked to organise smaller groups to move through the parts of the Complex.

The 1874 Courthouse where students perform the *Plays for Performance* can accommodate a maximum of 32 students at one time.

**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 outlined in this document.

The school supervisory team is asked to prepare students for an excursion to this venue using the briefing information provided within this document, and must accompany the students throughout the visit to actively monitor behaviour and intervene as necessary.

National Trust Staff and volunteers will lead, demonstrate, perform and present activities but will not undertake any role(s) in a supervisory context.

The National Trust advises school staff familiarise themselves with the site before bringing a group.

**Involvement of External Providers**

Clearances:

National Trust staff and volunteers assisting with school visits hold a current *Working with Children Check* and cards can be shown if requested.

### **Current Accreditations and Qualifications:**

National Trust staff and volunteers working with children have teaching experience and/or are trained to deliver National Trust heritage education and learning programs.

### **Public Liability Insurance:**

Insurer: RiskCover  
Amount: \$250 000 000

A copy of the certificate of currency is available upon request or may be downloaded from our website [www.ntwa.com.au](http://www.ntwa.com.au)

## **Supervision Strategies**

The development of appropriate supervision strategies is the responsibility of individual schools. The school supervisory team must accompany the students throughout the visit to actively monitor behaviour and intervene as necessary.

The recommended ratios may vary according to the needs of your students. Please advise if you have any students with special needs so we can attempt to maximize the benefit of their visit.

The Complex can accommodate up to 30 students and it is suggested that school supervisory teams consist of:

- Yrs K – 3 1 adult to 6 students
- Yr 4 – 7 1 adult to 10 students
- Yr 8 – 12 1 adult to 15 students

National Trust Education staff and volunteers will lead, demonstrate, perform and present activities but will not undertake any role(s) in a supervisory context.

## **Identification of Excursion Participants**

Identification of excursion participants is the responsibility of the school, however we require students and school supervisory team members to be easily identifiable for both supervision and education & learning activities with the National Trust.

Suggestions include name tags, uniform if appropriate for the activities, small group identification.

## **Communication Strategies**

Communication strategies between students and school supervisory team are the responsibility of the school. Please ensure everyone recognises the communication strategies.

The National Trust encourages the school supervisory team to have access to a mobile phone that they can be contacted on, and can use to call out during their site visit. Please note the area may be out of range to some mobile phone providers.

Should the school need to contact their staff during an excursion they may do so by contacting

the York Courthouse Complex on (08) 9641 2072 or National Trust Head Office on (08) 9321 6088.

### **Emergency Response Plan**

Schools will have their own Emergency Response Plan pertaining to the particular needs of their students.

York Courthouse Complex has an emergency response plan in place. The Emergency Response Plan can be downloaded from [www.ntwa.com.au](http://www.ntwa.com.au) or is available on request.

In the event of a site emergency, school supervisory teams are required to follow the directions of National Trust staff or volunteers.

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. It is recommended that school staff carry a First Aid Kit with them during the excursion.

School supervisory teams are strongly recommended to meet identified supervision requirements to further support these procedures.

### **Briefing Students and Supervisors**

Teachers are advised to brief the school supervisory team and students about standards of conduct, supervision strategies, and emergency response plans prior to their visit to National Trust sites.

At the beginning of each visit National Trust staff and/or volunteers will inform school supervisory staff and students of

- their responsibilities and obligations
- location of toilets
- rules for the visit
- emergency procedures
- the heritage value of the venue

### **Other Relevant Details**

View our resources and programs on [www.ntwa.com.au](http://www.ntwa.com.au) then contact the National Trust to discuss your needs.

#### **Cancellations**

The National Trust will give 24 hours notice if the tour needs to be cancelled due to unforeseen circumstances.

The National Trust appreciates 24 hours notice if the school needs to cancel due to weather, environmental conditions or unforeseen circumstances.

The National Trust accepts no responsibility for lost or damaged property.

**This information is valid until 31 January 2009**

