

NATIONAL TRUST



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

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Website: 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 then contact the National Trust to discuss your needs.

Environment

Woodbridge is a heritage listed building. The house is situated next to the Swan River at Maylands and the grounds lead down to the river.

The house can accommodate up to sixty students at any one time. Not all parts of the building are accessible to people in wheelchairs – please contact us for details.

Public toilets are upstairs in the house. There is a downstairs staff toilet with limited disability access.

The Billiard Room and veranda of the house can be used to shelter students from rain or sun. There is a Tearoom on site which is open to the general public. Personal property can be left in the Billiard Room during the excursion at students and visitors own risk. The National Trust accepts no responsibility for lost or damaged property.

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

<p>Transport</p>
<p>Transport is the responsibility of the school.</p> <p>There is parking for cars in the grounds.</p> <p>Buses can drop students at the door but need to park on the street outside the grounds.</p> <p>The National Trust takes no responsibility for transport left unattended.</p>
<p>Student's Capacity</p>
<p>Woodbridge can accommodate students of all ages from K to 12 however, only some parts of the ground floor and grounds are accessible for wheelchair access. Please advise if you have any students with special needs, so we can attempt to maximize the benefit of their visit.</p> <p>A visit to Woodbridge engages students with the history and heritage values of the place. A variety of talks, workshops and activities are available at age and ability appropriate levels. All sessions are linked to the WA curriculum. Please discuss your needs with the National Trust Education & Learning Coordinator.</p> <p>The National Trust advises school staff familiarise themselves with the site before bringing a group.</p> <p>The National Trust advises school supervisory teams familiarise themselves with the site before bringing a group.</p>
<p>Supervisor/Supervisory Team</p>
<p>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.</p> <p>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.</p> <p>National Trust Staff and volunteers will lead, demonstrate, perform and present activities but will not undertake any role(s) in a supervisory context.</p>
<p>Involvement of External Providers</p>
<p><u>Clearances:</u></p> <p>National Trust staff and volunteers assisting with school visits hold a current <i>Working with Children Check</i> and cards can be shown if requested.</p> <p><u>Current Accreditations and Qualifications:</u></p> <p>National Trust staff and volunteers working with children have teaching experience and/or are trained to deliver National Trust heritage education and learning programs.</p> <p><u>Public Liability Insurance:</u></p>

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

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.

This venue has a maximum group size of 60 students and suggests 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.

National Trust staff and volunteers have access to landline telephones. Should the school need to contact their staff during an excursion they may do so by contacting Woodbridge on (08) 9274 2432 or National Trust Head Office on (08) 9321 6088.

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.

Emergency Response Plan

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

Woodbridge has a documented emergency response plan in place. The Emergency Response

Plan can be downloaded from 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

Information sheets are available on site for school supervisory teams to use during site visits which form additional briefing information.

Other Relevant Details

Visiting Woodbridge gives students a connection with the historic, social and aesthetic heritage of Western Australia. The land on which Woodbridge was built was originally owned by Lieutenant-Governor Captain James Stirling until bought by Charles Harper. Harper built the house which was later used as a school (the forerunner of Guildford Grammar School), a hospital and an annexe to Governor Stirling Senior High School.

A typical excursion takes two hours. A visit allows students to investigate continuity and change over time. Larger groups begin in separate areas of the house and rotate through.

View our resources and programs on 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.

This information is valid until 31 January 2009

