

Whiteman Park Excursion Management Plan

Discover the wonderful secrets of the environment we live in and recapture the spirit of the pioneers and the wonder of the new age. Whiteman Park actively engages your students in a range of Aboriginal, environmental and land transport heritage education programs that promote hands-on and experiential learning.

Physical Address:	Lord Street Whiteman Western Australia Entry off Lord Street, Beechboro Road or Dulwich Street, Whiteman	Postal Address:	Lot 99A Lord Street Whiteman Western Australia 6068
Phone:	(08) 9209 6000	Fax:	(08) 9249 3510
Email:	enquiries@whitemanpark.com	Website:	www.whitemanpark.com

Excursion Rationale

Whiteman Park offers a range of education programs for primary students that aim to facilitate children's learning in all areas of the curriculum. The learning experiences offered by Whiteman Park have been developed to cover a range of topics, and have been tailored to meet the needs of students at different developmental stages, from early childhood to upper primary.

The education programs offered by Whiteman Park provide children with a unique opportunity to learn, develop and grow in a natural and fun environment. Children are encouraged to engage their senses to help them explore and consolidate their knowledge and understanding of concepts relating to Aboriginal culture, the natural environment and transport heritage.

Setting

Whiteman Park is a large recreation, conservation and heritage park containing a number of wildlife and transport heritage themed attractions together with well facilitated picnic grounds surrounded by natural bushland. Attractions include Revolutions transport heritage centre, Caversham Wildlife Park, the Motor Museum of WA, the Tractor Museum of WA and Bennett Brook Railway. As such, Whiteman Park is primarily an outdoor venue with indoor attractions, and undercover picnic shelters located throughout the Park.

Whiteman Park covers nearly 4,000 hectares and is home to hundreds of native plant species. Over 150 vertebrate species have been identified within Whiteman Park. There are seven species of amphibian, 32 species of reptile, 104 species of birds and eight species of native mammals that call Whiteman Park home.

Toilet facilities (including accessible facilities for people with disabilities) are clearly marked on the Whiteman Park map.

Teachers are able to visit Whiteman Park prior to an excursion to assess the environment by utilising a free teacher pass which can be attained from the Bookings Officer on request at the time of booking a class visit.

Supervision Requirements

Whiteman Park strongly recommends a supervisory ratio of one adult for every five children; however it is the responsibility of the school to develop a supervisory team that meets their specific needs and requirements. Carers of children with special needs will be permitted free of charge at a one to one ratio.

Adult supervisors must accompany the students for the duration of the visit to actively monitor behaviour and intervene as necessary. Whiteman Park staff and volunteers will facilitate activities, but will not be responsible for supervising students or monitoring their behaviour.

Identification of excursion participants is the responsibility of the school. School uniform or some form of easily identifiable item for each child is an option that could be considered by schools.

Misconduct may result in immediate expulsion of students from Whiteman Park grounds and a restriction on future bookings at the Park.

Communication Strategies

Communication between the students and supervising adults is the responsibility of the school. Whiteman Park encourages the school supervisory team to have access to a mobile phone that they can be contacted on, and can use during their visit. Please advise Whiteman Park of the mobile number at the time of booking.

Should the school need to contact their staff during an excursion they may do so by contacting the Bookings Officer on (08) 9209 6028 or Visitor Information Centre on (08) 9209 6000.

Cancellation Policy

Schools unable to attend on the day of their booked visit will be subject to a \$25 cancellation fee. This fee will not apply to cancellations made at least seven working days prior to the intended visit or if the booking is transferred to another day due to inclement weather.

Arrival and Registration

Upon arrival please report immediately to the Visitor Information Centre in the Village where your group numbers will be recorded, payment processed and any relevant information about your visit passed on to you. We will also ask you to nominate an emergency contact (with a mobile phone) for your group on the day.

If you require a quick location overview or any extra maps for your parent helpers please request this information from the Bookings Officer.

Please note: We suggest that prior to making your way to the Visitor Information Centre, you organise for your students to wait for you under adult supervision at your allocated lunch shelter. You will find your shelter details noted on your booking confirmation. This is an ideal time for morning tea, a quick play and toilet break too.

Payment Policy

Payment should be made on arrival by cash, cheque or eftpos at the Visitor Information Centre. Please make all cheques payable to Whiteman Park.

Whiteman Park is also able to invoice schools. If you would prefer us to do this please ensure that you provide us with the correct contact name for the person at your school to whom we need to address the invoice. E.g., the name of your school's bursar/accountant.

First Aid

Whiteman Park expects that the supervising teacher for the class excursion will take ultimate responsibility for his/her students in the area of first aid.

That given, please note that as a public facility, Whiteman Park also provides a first aid service. The majority of Whiteman Park staff are trained first-aiders. We have a first aid room that is located on the western side of the Comfort Centre (Toilet block) opposite the Village Café. Facilities include first aid boxes, stretchers, ice-packs, oxygen and a defibrillator.

To request assistance during your visit please call the Visitor Information Centre on (08) 9209 6000 or send a runner to this building to report any incident. Please note it is Whiteman Park policy to complete an Incident Form Report on all first aid cases involving Whiteman Park staff.

Transport/Parking

Vehicle Parking

Parking is free at Whiteman Park and there is plenty of it. Car Parks 1 and 3 in the village provide the closest parking to the Visitor Information Centre. (Refer to Whiteman Park Maps)

Bus Parking

A coach 'drop-off' point is located at the southern end of car park 1, adjacent to the main toilet block in the village. This is sign posted. If all day coach parking is required please direct your driver to park in Car Park 2. (Between the Visitor Information Centre and Caversham Wildlife Park)

Public Liability

Whiteman Park is owned and managed by the Western Australian Planning Commission. It is staffed by the Department of Planning. As such, Whiteman Park is covered on an annual basis by a RiskCover public liability policy under the Department of Planning (Government of Western Australia).

Insurer: RiskCover, **Amount:** \$250 000 000.

In addition, any organisation that hosts a Whiteman Park Education Program is required by their lease arrangements with Whiteman Park to hold suitable public liability coverage. Whiteman Park's current public liability policy will be faxed to your school upon request. Insurer : Risk Cover Amount: \$250,000

Emergency Response Plan

Whiteman Park has a documented emergency response plan. When making an education booking, the information from this document which is relevant to schools will be forwarded to the teacher in charge. This plan includes:

- Evacuation routes which lead to a safe marshalling areas
- Evacuation protocols
- What to do in the event of a site emergency or major incident
- Emergency contact numbers

In the event of an emergency evacuation on the day of your visit, the responsible Whiteman Park Officer for your group will be the Bookings Officer. To assist us, please leave an emergency class contact name and mobile number with the Bookings Officer when you register your arrival. It is suggested that the school supervisory team have immediate access to a list of names, contact numbers and relevant medical history of all participants (including parent helpers) attending the excursion in the event a roll call is necessary.

THIS INFORMATION IS VALID UNTIL 31 JANUARY 2012



Whiteman Park, Lord Street, WHITEMAN Perth WA 6068
Telephone: (08) 9209 6000; Fax: (08)9248 3510
enquiries@whitemanpark.com
www.whitemanpark.com
ABN: 35 482 341 493