



Venue and safety information for school excursions

Work Health and Safety Directorate



Venue name	LESSONS AFLOAT (OPERATED BY ROSMAN FERRIES)			
Location	6 JOHN STREET McMAHONS POINT SYDNEY 2060			
Phone number	(02) 9955 3458	Fax number	(02) 99553238	
Web address	www.lessonsafloat.com.au			
Insurance	Does the venue have public liability cover? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			
Activity/program <i>Please list</i>	Recommended age group/fitness level/prerequisite skills	Staff accreditation/competence <i>for this activity/program</i>	Potential risks <i>List hazards/risks related to each activity/program and the venue</i>	Control Strategies <i>Outline strategies for ensuring visitor safety for this potential risk</i>
Sydney harbour excursions specially prepared to supplement current school syllabuses aboard your own private ferry.	k-Year 12 minimal fitness required. Students are required to participate in classroom and outdoor activities	All marine crew are appropriately certified by NSW Maritime authority and undergo regular drills and training as required by our Safety Management System.	Embarking and disembarking the vessel using the gangplank.	Crew are in attendance at the gangway at all times when in use. Teachers are asked to assist in orderly boarding.
			Unpredictable motion of a floating vessel	An initial safety brief is given. During this students and teachers are briefed to remain seated if possible. They are further briefed to exercise caution if moving around is necessary.

Equipment				
<i>List any equipment, including personal protective equipment, to be provided for use during the activities/programs.</i>				
A clipboard / pen or pencil for completing worksheet				
			<i>Is all equipment at the venue maintained in accordance with the WHS Regulation, appropriate standards and codes of practice?</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

Other requirements <i>Where relevant, list other requirements such as clothing, footwear and sun screen that participants are required to bring. Indicate if any items are provided by the venue</i>	Students should be advised to wear flat soled footwear and to bring and apply sunscreen
Supervision/services <i>List services provided by venue including briefings, guided tours, supervision of activities etc</i>	At all times responsibility for care and control remains vested in the school or college. The school or college is to provide sufficient adults to adequately supervise all students. Lessons Afloat does not accept responsibility for the care and control of the students under the supervision of the school.
Access	<i>Are access to and egress from the premises safe and without risk to health?</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <i>Is the venue wheelchair accessible?</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <i>Are disabled toilets available?</i> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Emergencies	<i>Are emergency procedures in place in the venue?</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <i>Are employees and others undertaking work (including volunteers) trained to deal with emergency situations?</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Construction/ Maintenance/ Repair	<i>Are licensed personnel used for all construction, maintenance and repair work?</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
First Aid	<i>Are first aid kits available for each activity?</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <i>Is there a trained first aid officer at the venue?</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <i>Is a first aid room available?</i> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Child-related employment	<i>Are employees and others undertaking work (including volunteers) of your organisation engaged in child-related employment as defined by the Commission for Children and Young People Act 1998?</i> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <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> <i>If your organisation is registered with an Approved Screening Agency in NSW, Have all employees and others undertaking work (including volunteers) undergone employment screening?</i> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <i>Have all employees and others undertaking work (including volunteers) completed an Applicant Declaration and Consent form?</i> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <i>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 Communities on (02) 9836 9200.</i>

Please note that the information provided above was current as at the date above. It has been provided by the venue to assist employees in their risk management planning for excursions. If further information is required please directly contact the venue. If this information changes, the venue will advise the Department of Education and Communities and provide an update.