



				<p>and/or exhibiting symptoms of COVID-19 are in attendance.</p> <p>School groups will receive a COVID Safe briefing from MAAS staff on arrival at the Museum.</p> <p><b>RECORDS &amp; CONTACT TRACING</b></p> <ul style="list-style-type: none"> <li>• Schools must maintain an accurate list of all students and teachers attending the Museum for contact tracing.</li> <li>• Teachers and carers will be required to check-in digitally using the Service NSW phone app on arrival.</li> <li>• The school will be required to keep an accurate, digitised list of all students attending.</li> </ul> <p><b>VACCINATION REQUIREMENTS</b></p> <ul style="list-style-type: none"> <li>• Teachers and all visitors aged 16 years or over are required to provide proof of full vaccination (two doses) or a medical exemption for entry.</li> <li>• Unvaccinated visitors under 16 must be accompanied by a vaccinated adult.</li> </ul> <p><b>HYGIENE</b></p> <ul style="list-style-type: none"> <li>• Students' and teachers' hands are to be washed/sanitised on arrival at the site under teacher supervision</li> <li>• MAAS will provide hand sanitiser for all visitors in the museum spaces and include explanation of use in the arrival briefing.</li> <li>• MAAS has a COVID-19 safe cleaning regime which includes sanitising equipment before and after each group activity</li> </ul>
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				<p><b>HEALTH ADVICE &amp; COVID-19 RESTRICTIONS</b></p> <ul style="list-style-type: none"> <li>• Teachers, carers and participants 16 years and older are required to check in digitally on arrival as per NSW Health Advice.</li> <li>• The Museum monitors and adheres to NSW Health advice.</li> <li>• MAAS encourages all public facing staff to wear masks</li> <li>• COVID-19 restrictions are subject to change and may be revised in between the date of booking and the date of the excursion. MAAS will contact schools as soon as practicable in the event changed restrictions are applicable to excursions.</li> <li>• MAAS will take advice and direction from NSW Health with respect to any action required in the event that a positive COVID-19 case is confirmed at the Powerhouse Museum</li> <li>• Additional general visitor information is available at <a href="https://maas.museum/visitor-information/">https://maas.museum/visitor-information/</a></li> </ul> <p><b>COVID-19 CAPACITY &amp; SOCIAL DISTANCING</b></p> <ul style="list-style-type: none"> <li>• MAAS adheres to the NSW Health COVID Safe guidelines and restrictions for social distancing</li> <li>• Before entering the Museum, school groups are to be split into teacher led groups with a minimum ratio of 1 adult to 25 students to travel through the Museum and avoid large gatherings at cloaking, entry/exits points.</li> </ul>
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Arrival and departure	Pre-School – Year 12	Teachers / Carers / Visitor Service Officers (VSOs)	<p>COVID-19</p> <p>Arrival time</p> <p>Road accidents</p> <p>Trips, falls and injuries</p>	<p>Hand sanitiser stations will be placed at the arrival points. Students, teachers and carers may use their own hand sanitiser, or the hand sanitiser provided by MAAS.</p> <p>Where possible schools should plan to arrive 15 minutes before their allocated session start time. If delayed, please call (02) 9217 0222.</p> <p>Due to COVID 19 capacity restrictions, late arriving groups may be required to wait before entry to the Museum is granted.</p> <p>Teachers and accompanying adults must supervise students when crossing roads, and/or getting on or off buses. Supervision is essential at all times.</p> <p>Teachers must maintain appropriate supervision of students at all times, and remind students to:</p> <ul style="list-style-type: none"> <li>walk, not run</li> </ul>

			<ul style="list-style-type: none"> <li>• remain behind safety barriers</li> <li>• not enter areas marked as 'no access'</li> <li>• not touch electrical equipment or displays (unless marked as 'hands-on')</li> <li>• not lift heavy objects</li> <li>• use play equipment with care and check for other users and younger children.</li> </ul> <p>Teachers should report trips, falls, injuries and other incidents or near misses to MAAS staff as soon as possible.</p> <p>MAAS first aid kits have PPE supplies for both staff responders and visitors.</p> <p>Teachers should perform regular head counts to ensure all students are present. Students should be told what to do if they become lost, such as find Museum staff or meet at a pre-arranged location. We recommend younger students have teachers' contact information clearly marked on a badge.</p>
Cloaking (currently closed)	Pre-School – Year 12	Trained staff	<p>Lost students</p> <p>Lost or stolen property</p> <p>Museum cloaking facilities are temporarily closed. School bags are not permitted within the Museum exhibition spaces. Students should be encouraged to bring a small bag only for essential items.</p> <p>Teacher self-managed storage is available upon arrival. Students place any loose items inside their bags, and bags into storage.</p> <p>The Museum takes all care but accepts no responsibility for students' belongings left in storage.</p>

				<p>The Museum strongly recommends that valuables are not brought on the excursion.</p> <p>Report any lost property to staff or to Museum security.</p>
Student behaviour during the visit	Pre-School – Year 12	Trained staff and teachers / carers	<p>Stranger danger/lost students</p> <p>Trips, falls and injuries</p> <p>Cuts and bruises, trips and falls, from escalators and lifts.</p>	<p>Museum staff wear photo identification and may engage in discussions with students. To facilitate meaningful dialogue, where practicable, we ask for all students and teachers to wear a name badge. Students should remain vigilant about talking with strangers and not leave their cohort without advising their teachers/carers.</p> <p>Name tags help Museum staff identify lost/separated students.</p> <p>Teachers must maintain appropriate supervision of students at all times, and remind students to:</p> <ul style="list-style-type: none"> <li>• walk, not run</li> <li>• remain behind safety barriers</li> <li>• not enter areas marked as 'no access'</li> <li>• not touch electrical equipment or displays (unless marked as 'hands-on')</li> <li>• not lift heavy objects</li> </ul> <p>Students to be instructed to keep near handrails and not run or play on stairs, escalators or ramps. Ensure shoelaces are tied and tucked before using the escalator. Keep fingers well clear of lift doors.</p>
Specialist programs in Learning facilities	Pre-School – Year 12	Trained staff and teachers / carers	Trips, falls and injuries	The Museum makes use of subdued lighting to protect its heritage objects. Students should

				<p>exercise care when moving around the exhibitions and when using ramps, stairs and escalators. Teachers should maintain appropriate supervision of students at all times, and remind students to:</p> <ul style="list-style-type: none"> <li>• walk, not run</li> <li>• remain behind safety barriers</li> <li>• not enter areas marked as 'no access'</li> <li>• not touch electrical equipment or displays (unless marked as 'hands-on')</li> <li>• not lift heavy objects</li> </ul> <p>Equipment used during programs is cleaned after each session. Electrical equipment is 'Tag &amp; Tested'. All activities are supervised by Museum staff while teachers/carers are asked to help monitor their students.</p>
Lunch and breaks	Pre-School – Year 12	Teachers / carers	Trips, falls and injuries	<p>Each venue has an area available for groups to use for breaks and lunch.</p> <p>Teachers must maintain appropriate supervision of students at all times, and remind students to:</p> <ul style="list-style-type: none"> <li>• walk, not run</li> <li>• remain behind safety barriers</li> <li>• not enter areas marked as 'no access'</li> <li>• not touch electrical equipment or displays (unless marked as 'hands-on')</li> <li>• not lift heavy objects</li> <li>• use play equipment with care and check for other users and younger children.</li> </ul> <p>Refer to control strategies outlined in 'Arrival and departure' section</p>

**Equipment**

List any equipment, including personal protective equipment, to be provided for use during the activities/programs.

Hand sanitiser provided throughout the Museum

Disinfectant wipes used to clean all equipment between groups

Refer to NSW Health regarding the use of face masks

<https://www.nsw.gov.au/covid-19/face-masks>

Is all equipment at the venue maintained in accordance with the WHS Regulation, appropriate standards and codes of practice? Yes  No



**Child-related employment**

*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?*

Yes  No

*If yes, which Approved Screening Agency in NSW has registered your organisation as a child-related employer for the purpose of employment screening?*

**Employment Screening Unit. (NSW Government Education and Communities)**

*If your organisation is registered with an Approved Screening Agency in NSW,  
Have all employees and others undertaking work (including volunteers) undergone employment screening?*

Yes  No

*Have all employees and others undertaking work (including volunteers) completed an Applicant Declaration and Consent form?*

Yes  No

*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.*

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.