



VENUE AND SAFETY INFORMATION FOR SCHOOL EXCURSIONS

Venue Name	Bendigo Joss House Temple
Location	Finn Str, North Bendigo 3550
Phone Number	03 5442 1685
Web Address	www.bendigojosshouse.com
Public Liability Insurance?	Yes

ACTIVITY/PROGRAMME	RECOMMENDED AGE GROUP, FITNESS LEVEL, PRE – REQUISITES	STAFF ACCREDITATION/COMPETENCY FOR ACTIVITY	POTENTIAL RISKS	CONTROL STRATEGIES
General tour	Grade 3 upwards.	Staff over 18. All staff policies signed off. Induction training completed.	<ol style="list-style-type: none"> 1. Tripping hazards at each door between the various rooms due to religious nature of building. 2. Fire started by candles or incense at one of the altars. 3. Allergic reaction to incense. 4. No temperature control, so visitors can be subjected to high temperatures during Summer and very cold 	<ol style="list-style-type: none"> 1. All visitors are warned to look out for steps at the doors. 2. Fire alarms, signage and emergency plans in place. 3. Visitors can easily and quickly exit rooms where incense is burning to avoid any reaction. 4. Bookings officer will warn teacher to encourage children to bring water with them

			temperatures during Winter during their visit.	during very hot days and extra warm clothing on especially cold days.
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ACCESS	Are access points and exits from the premises safe and without risk to health?	Yes
	Is the venue and activities wheelchair accessible?	No
	Are disabled toilets available?	No
	Are parent's facilities available?	No

EMERGENCIES	Are emergency procedures in place at the venue?	Yes
	Are staff trained to deal with emergency situations?	Yes

FIRST AID	Are First Aid kits available?	Yes
	Is there a trained First Aid officer at the venue?	Yes
	Are there Accident/Incident reporting forms available?	Yes
	Is there a first aid room available?	No