



## VENUE AND SAFETY INFORMATION FOR SCHOOL EXCURSIONS

<b>Venue Name</b>	Central Deborah Gold Mine
<b>Location</b>	76 Violet Str, Bendigo 3550
<b>Phone Number</b>	03 5443 8255
<b>Web Address</b>	<a href="http://www.central-deborah.com">www.central-deborah.com</a>
<b>Public Liability Insurance?</b>	Yes

<b>ACTIVITY/PROGRAMME</b>	<b>RECOMMENDED AGE GROUP, FITNESS LEVEL, PRE – REQUISITES</b>	<b>STAFF ACCREDITATION/COMPETENCY FOR ACTIVITY</b>	<b>POTENTIAL RISKS</b>	<b>CONTROL STRATEGIES</b>
Mine Experience Tour	3 and over	<ul style="list-style-type: none"> <li>• Staff over 18.</li> <li>• All staff policies signed off.</li> <li>• Induction training completed.</li> </ul>	<ul style="list-style-type: none"> <li>• Pre-existing medical conditions e.g. asthma.</li> <li>• Claustrophobia.</li> <li>• Fire.</li> <li>• Slip/Trip.</li> <li>• Lift Breakdown.</li> <li>• Small rocks fall on visitors.</li> </ul>	<ul style="list-style-type: none"> <li>• Staff awareness – information provided from schools.</li> <li>• Teachers are responsible to manage children medications.</li> <li>• Teachers to have relevant emergency contact numbers.</li> <li>• Appropriate safety gear supplied.</li> <li>• Fire alarms, signage and emergency plans.</li> <li>• Current Risk and Hazard assessments.</li> </ul>

Underground Adventure Tour	8 and over Reasonable fitness level required	<ul style="list-style-type: none"> <li>• Training completed and regularly reviewed.</li> </ul>	<ul style="list-style-type: none"> <li>• Pre-existing medical conditions e.g. asthma.</li> <li>• Claustrophobia.</li> <li>• Fire.</li> <li>• Fall off ladders.</li> <li>• Gravel slope (slip).</li> <li>• Slip/trip.</li> </ul>	<ul style="list-style-type: none"> <li>• Staff awareness – information provided from schools.</li> <li>• Teachers are responsible to manage children medications.</li> <li>• Teachers to have relevant emergency contact numbers.</li> <li>• Appropriate safety gear supplied.</li> <li>• Fire alarms, signage and emergency plans.</li> <li>• Current Risk and Hazard assessments.</li> <li>• Staff supervise all visitors during use of ladders.</li> </ul>
Explore the surface	All ages	<ul style="list-style-type: none"> <li>• Training and induction completed and regularly reviewed.</li> </ul>	<ul style="list-style-type: none"> <li>• Tripping down poppethead stairs.</li> <li>• Children come into contact with moving machinery.</li> <li>• Trip/slip.</li> </ul>	<ul style="list-style-type: none"> <li>• Hand rails on stairs.</li> <li>• All machinery and unauthorised areas fenced off.</li> </ul>
Underground function room	3 and up	<ul style="list-style-type: none"> <li>• All food safety regulations followed in the serving of food.</li> <li>• Food Safety supervisor on site.</li> </ul>	<ul style="list-style-type: none"> <li>• Food allergies.</li> </ul>	<ul style="list-style-type: none"> <li>• Teachers to be aware of food allergies. Special arrangements to be made for children with specific dietary requirements if given prior notice.</li> </ul>

<b>OTHER REQUIRMENTS</b>	<b>Underground General</b>
	Enclosed shoes to be worn underground. All backpacks to be left on the surface. They can be securely stored upon request. We require advance notice of any special dietary requirements for groups ordering lunches as part of their tour.

<b>SUPERVISION/SERVICES</b>	Supervision by Central Deborah Staff provided for duration of visit. Staff are trained in emergency procedures. Teacher supervision: At least one teacher/parent must accompany a guide when taking a group of students on any tours.
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<b>ACCESS</b>	Are access points and exits from the premises safe and without risk to health?	Yes
	Is the venue and activities wheelchair accessible?	
	- Mine Experience Tour, Surface Tour and Underground Function Room	Yes
	- Underground Adventure Tour	No
	Are disabled toilets available?	Yes
	Are parent's facilities available?	Yes
	Are showers available?	No

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

<b>FIRST AID</b>	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