



Supervision and Evacuation Guidelines

Evacuation Procedure

Parliament House has an evacuation procedure for the whole building including all the foyers and corridors, the chambers, the public galleries, meeting rooms, courtyard, toilets, and administration areas.

In the event that an evacuation is required, it is essential that **all school visitors** take directions from **Parliament House Fire Wardens**.

Teachers can increase safety by always ensuring that they meet the minimum supervision requirements (see below) and by ensuring that students stay in their groups with their adult supervisors whilst at Parliament House.

Once evacuation from the building occurs, all visitors will be assembled at a common point on the lawn bordered by Harvest Terrace and Hay Street. Teachers will be asked to do a roll call and must immediately alert Parliament House staff if any students are missing.

Disability Facilities

Parliament House has a disability access ramp and toilets and there are lifts to all floors. Please note that positioning of wheelchairs in the galleries will not present a full view of the chambers below.

Supervision and Behaviour

The Parliament of Western Australia requires each school group to be accompanied by *at least two (2) supervising adults, one to be a qualified teacher* who has, at all times during the excursion, the duty of care of the students in accordance with the principles of the Education Department's Excursion Policy.

Teachers and supervising adults will be responsible for student behaviour during the visit, to maximise the educational experience and for the comfort of Members of Parliament, staff and other visitors to Parliament House.

Insurance Cover

The Parliament of Western Australia has appropriate public liability insurance cover.

RiskCover Certificate of Currency: July 2010 - June 2011.