

This information directly corresponds to Appendix A of the DET policy for 'Excursions: Off School Site Activities' to assist teachers in complying with DET's excursion policy.

## Purpose of the excursion

Zoo Camp is a unique opportunity to discover Perth Zoo after dark. The program focuses on conservation activities, including up-close encounters with Zoo animals. The learning experiences provide 'Living Links' to Western Australia's Curriculum Framework:

**Sc** Life and Living - Students understand their own biology and that of other living things, and recognise the interdependence of life.  
Science

**S+E** Natural and Social Systems - Students understand that systems provide order to the dynamic natural and social relationships occurring in the world.  
Society & Environment

Active Citizenship - Students demonstrate active citizenship through their behaviours and practices in the school environment, in accordance with the principles and values associated with the democratic process, social justice and ecological sustainability.

**V** Environmental Responsibility (Diversity of Species) - Each person should recognise a need to preserve native habitats and arrest the extinction of presently surviving native species.  
Values

## Assessing the environment (1.1)

Perth Zoo, located in South Perth, is primarily an outdoor venue with some undercover areas/exhibits. The Zoo is spread over 19 hectares and is home to around 1300 native and exotic animals from over 230 species. Perth Zoo also manages award-winning breeding programs for critically endangered species.

Several exhibits feature shallow, open bodies of water. Teacher supervision is important around these areas. For the safety of the animals and visitors to the Zoo, all visitors should remain on the footpaths provided when moving through the Zoo grounds.

Accommodation is in the Homestead Barn (camp stretchers provided). The school supervisory team will sleep in the shared space with students. Zoo Camp Leaders sleep in an adjacent building and are contactable by two-way radio.

Due to operational constraints, shower facilities are not available for staff, parent helpers or students.

Toilet facilities are clearly marked on the Zoo map. These toilets are accessible by the general public during the day. The Zoo is secure from public access at night.

A copy of the Perth Zoo map can be downloaded from:

[www.perthzoo.wa.gov.au/Visit-the-Zoo/Zoo-Map/](http://www.perthzoo.wa.gov.au/Visit-the-Zoo/Zoo-Map/)

## **Assessing transport arrangements (1.2)**

Arranging transport to Perth Zoo is the responsibility of the school.

Buses can enter the car park from Mill Point Rd and proceed along the service road to park at 'Gate 3'. Students gather here and begin unloading luggage, eskies etc. Please call the Zoo Camp mobile number to notify the Zoo of arrival (0438 992 590). Heavy items will be loaded onto a buggy (eg, eskies); students will carry bags, pillows etc.

Private cars can be parked in public car parks on arrival, and be moved into the Zoo after hours (usually around dinner time). We suggest that two private vehicles accompany the group for use in the event of an emergency. These will need to be moved back into the public car parks before 8.00 am the following morning.

## **Assessing students' capacity (1.3)**

Zoo Camp is an overnight experience for students in Years 4 to 8 which is held in the grounds of Perth Zoo. Zoo Camp runs from 4.30 pm to 9.00 am the following morning. Key activities during the camp include:

- A group orientation activity, 'Race to Save', takes students around the Zoo to learn about endangered animals from around world. \*Each group of students will be accompanied by a member of the school supervisory team (teaching staff or an adult helper at a ratio of 1:5) with a two-way radio to assist with communication. Instructions regarding the use of the two-way radio will be provided in a briefing session. [5.00 – 6.00 pm]
- A conservation focused experience in the Education Centre with up-close animal encounters.\*Following an education experience where students have had close contact with an animal, they are required to clean their hands with an alcohol-based, waterless hand cleanser provided by the Zoo. The school supervisory team is responsible for students complying with this important hygiene procedure. [7.00 – 7.45 pm]
- Preparation of 'enrichment items' for a particular Zoo animal. \*Please note that enrichment items may have come into contact with nuts or nut products. It is not advisable for students with nut allergies to participate on Zoo Camp. It is essential that this information be provided to parents via the school. [7.45 – 8.30 pm]
- A torch-light guided tour of popular Zoo exhibits. \*Facilitated by Zoo Camp Leaders. [9.00 – 9.45 pm]
- A unique Zoo Keeper interaction session to deliver the enrichment items made during the previous night. \*Please note that enrichment items may have come into contact with nuts or nut products. [7.30 – 8.30 am]

\*Zoo Camp Leaders allow some degree of flexibility around the times outlined above.

Please discuss any special needs relating to visiting students with the Zoo Camp Coordinator when planning a Zoo Camp experience. Schools are welcome to continue their Zoo experience after Zoo Camp under the direct supervision of their school teachers.

Perth Zoo offers free entry to carers or essential companions of those with special needs. We accept the national Companion Card or a letter from a recognised care/social service organisation. Perth Zoo provides sturdy, all-terrain manual wheelchairs at no cost to those who require mobility assistance (returnable \$10 deposit and ID required). Advanced booking is recommended (please call (08) 9474 0343 to book a wheelchair).

It is recommended that the teacher in charge bring copies of Student Health Forms and Health Care Authorisation Plans as required, and those of participating adults, for accessibility for all school supervisory staff attending Zoo Camp.

Teachers are welcome to further discuss Zoo Camp activities or to tour the facilities and areas used for activities. This can be arranged by contacting the Zoo Camp Coordinator on (08) 9474 0365.

### **Assess the capabilities of the supervisory team (1.4)**

The school supervisory team **must include a minimum of two school staff members.**

Monitoring the physical well being and administering First Aid treatment remains the responsibility of the school at all times. **The school is required to nominate a member of the school supervisory team to be responsible for first aid at the time of booking a Zoo Camp and inform the Zoo Camp Leaders of the nomination at the commencement of camp.** Perth Zoo is able to provide a first aid kit with limited basic first aid materials for the duration of camp.

While the 'Race to Save' activity is taking place, a teacher/adult helper will be required to cook the BBQ (should this be the group's evening meal choice for camp). Following this, some of the adults will be required to assist with washing the dishes while the Zoo Camp Leaders organise the students for their next block of activities.

It is the school's responsibility to ensure that all adult helpers/teaching staff, nominated by the school, have appropriate clearances for Working with Children Check.

Supervision of students remains the responsibility of the school at all times.

### **Assess the involvement of external providers (1.5)**

Perth Zoo Camp Leaders are fully trained Zoo staff and possess a Federal Police Clearance and a Working with Children Check. Perth Zoo Camp Leaders remain on site throughout the duration of Zoo Camp.

### **Supervision of students remains the responsibility of the school at all times.**

The Zoo Camp Leaders will only be available to facilitate the Zoo Camp activities from 4.30 pm – 10.00 pm and 6.30 am – 9.00 am the following morning.

Perth Zoo is insured by RiskCover and complies with all the public liability requirements of DET. Our policy number is R/20-6826 and the limit of liability is up to \$250m. This insurance policy does not cover loss or damage of personal belongings. Please remind your students that they are responsible for their own belongings at all times.

## **Establish supervision strategies (2.0)**

All teachers/adult helpers (School Supervisory Team members) are expected to be on site for the duration from the commencement of Zoo Camp. Student supervision, conduct and belongings remain the responsibility of their teachers at all times. A minimum of one teacher/adult helper for every five paid students is essential (excluding Zoo personnel).

Members of you School Supervisory Team (Teachers/adult helpers) are required to supervise the movement of small groups around the Zoo during the 'Race to Save' activity. A two-way radio will be provided to assist each group with communication during this activity (instructions regarding the use of the two-way radio will be provided).

Teacher/adult helper assistance in helping the Zoo Camp leaders to keep groups together while they are walking around the Zoo is also appreciated. Several Zoo exhibits feature shallow, open bodies of water. Teacher supervision is important around these areas.

Overnight Supervision: Zoo Camp Leaders will remain on site (located in the Homestead adjacent to the Zoo Barn) during the night and be in two-way radio contact with the classroom teacher. Students remain the responsibility of the classroom teacher at all times.

It is the responsibility of the school supervisory team to ensure that students:

- DO NOT FEED ZOO ANIMALS: Feeding Zoo animals is forbidden. Please ensure that students are aware of this. Interfering with Zoo animals is illegal and offenders can be fined up to \$600 (Zoological Parks Authority Regulations 2002).
- Remain on the footpaths when moving through the Zoo grounds.

## **Develop means of identifying excursion participants (3.0)**

This is the responsibility of the school.

## **Develop communication strategies (5.0)**

Please contact the Perth Zoo Security Coordinator at the Information Centre (Zoo Map referenced D8) if you need to urgently locate members of your group. Please note that megaphones, air-horns, school two-way radios and whistles are not permitted at Perth Zoo.

The following Zoo phone numbers may be useful for visiting schools:

Perth Zoo Education Section: (08) 94740365

Perth Zoo Administration: (08) 9474 0444

Perth Zoo strongly advises the School Supervisory team to bring a mobile phone as part of their communication plan and to have entered all relevant Perth Zoo and school-based contact numbers into the mobile phone. Please advise the Zoo of the mobile number at the time of booking your excursion and advise the cashier staff of the contact details on arrival.

Teaching staff and/or parent helpers will be provided with two-way radios for any activity that your group participates in that is not under direct supervision of Camp Leaders. You

will be trained how to use these on arrival. Camp Leaders can also be contacted on **0438 992 590**.

### **Emergency Response Plan (6.0)**

In the event of an emergency, **please follow the directions of your Camp Leaders** who are responsible for implementing the Zoo's emergency response plan, including evacuation procedures. **First Aid treatment remains the responsibility of the nominated member of the school supervisory team for the duration of Zoo Camp.**

Perth Zoo has extensive Risk Management planning and Emergency Procedures in place. We are confident of our ability to manage and respond appropriately in an emergency response situation.

Perth Zoo conducts thorough and extensive analyses of our facility's potential risks. Due to the nature of the venue with some recognised high risks, Perth Zoo undertakes regular risk assessments and emergency procedure drills.

The full Emergency Procedures document is very detailed and contains information that may be operationally sensitive, and therefore is not available to distribute to clients on request. However, some of the major points covered in this document are:

- Evacuation and Safe House and Gate exit Procedures;
- Emergency Response, including maps of equipment storage and locations;
- Coded Alarm Calls for dealing with potential escape of a dangerous animal, potential life-threatening situations, fire, serious first aid incident, explosion, accident, escalating situation or public disturbance, or bomb threat;
- Emergency Procedures for Fire in various areas of the Zoo; and
- Appropriate contact lists and details for Zoo staff, 24 hours/7 days.

In addition, Perth Zoo has a nominated Emergency Coordinator, Communications Coordinator and trained First Aid staff on duty from 8:00 am – 6:00pm.

In the event of an emergency or serious incident, follow instruction over the public address system and directly from Security staff or other Zoo staff who will be identifiable by a Perth Zoo Security Tag.

Please be aware that the Security Coordinator can be contacted at the Information Centre (Zoo Map referenced D8) if there is a need to urgently locate members of the school group, or if First Aid assistance is required.

The teacher in charge should have access to Student Health Information and Health Care Authorisation Plans as required.

### **Brief students and supervisors (7.0)**

Students and teacher/adult helpers will be briefed by the Zoo Camp Leaders regarding rules and safety protocols concerning visitor conduct while within the Zoo at the commencement of Zoo Camp.

DO NOT FEED ZOO ANIMALS: Feeding Zoo animals is forbidden. Please ensure that students are aware of this. Interfering with Zoo animals is illegal and offenders can be fined up to \$600 (Zoological Parks Authority Regulations 2002).

Remain on the footpaths when moving through the Zoo grounds.

Please utilise the information on this document and on 'Zoo Camp Guidelines for Assisting Adults' (downloadable from the Perth Zoo website) to help with briefing students and other supervising adults prior to your visit to the Zoo.

*For more information please visit the Perth Zoo website: [www.perthzoo.wa.gov.au](http://www.perthzoo.wa.gov.au), or alternatively call the Zoo Camp Co-coordinator on (08) 9474 0365*