



				When no booking has been made, a guided tour may be possible. Please call the Senior Court Guide on 6270 6811.
Guided tour	All ages (school groups preferably not less than Year 5) No fitness level required No skill level required	All staff and court guides undergo a national criminal history record check (commonly known as a police check) before appointment, and are trained in relation to sight, hearing and other disability awareness.	If there are wheelchair dependent children the school must supply a person to push the wheelchair.	Students move as a supervised group.  Students in wheelchairs or with limited mobility should use the lifts to move between different levels of the building and not use the internal ramps.
Bag Storage		All staff and court guides undergo a national criminal history record check (commonly known as a police check) before appointment, and are trained in relation to sight, hearing and other disability awareness.		Bags are secured centrally and supervised at most times.

Catering	All age groups	Catering through the café is managed under a contract.	Allergies and choking hazards	Teacher supervision  Café contact : ph.02 62706828, ph. 02 62706308 fax 62730092
----------	----------------	--------------------------------------------------------	-------------------------------	-------------------------------------------------------------------------------------------------

<p><b>Equipment</b> <i>List any equipment, including personal protective equipment, to be provided for use during the activities / programs</i></p> <p>No personal or protective equipment is required.</p> <p>There is display furniture and seating in the Public Hall.</p>
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<p><b>Other Requirements</b> <i>Where relevant, list other requirements such as clothing, footwear and sun screen that participants are required to bring. Indicate if any items are provided by the venue.</i></p>	<p>All cameras, mobile phones and other electrical and electronic equipment are required to be cloaked before entering court rooms on sitting days.</p> <p>Photographs may be taken in the court on non sitting days.</p> <p>Enclosed footwear is desirable.</p> <p>No food or drink is allowed in the court rooms or public hall (except for those with a medical reason, eg. diabetes).</p>
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<b>Supervision / services</b> <i>List services provided by the venue staff including briefings, guided tours, supervision of activities etc.</i>	Guided tours.
	It needs to be noted that at all times at least one teacher is to supervise students and is solely responsible for them.
	The minimum teacher student ratio is 1:25
	No activity will be allowed without a teacher or school appointed adult in attendance.

Access	<i>Are access to and egress from the premises safe and without risk to health?</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	<i>Are toilets available for visitors with a disability</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	<i>Is the venue wheelchair accessible?</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Emergencies	<i>Are emergency procedures in place in the venue?</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	<i>Are staff trained to deal with emergency situations?</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Construction / Maintenance / Repair	<i>Are licensed personnel used for all construction, maintenance and repair work?</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
-------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------

First Aid	<i>Are first aid kits available for each activity?</i> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
	<i>Is there a trained first aid officer at the venue?</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	<i>Is a first aid room available?</i> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Child-related Employment

According to the Working With Children Check Guidelines at [www.kids.nsw.gov.au](http://www.kids.nsw.gov.au) the High Court of Australia is not required to undertake Working with Children Checks as staff do not have “direct and unsupervised contact with students”. At all times teachers are responsible for full supervision of their students whilst visiting the High Court.

All staff undergo a national criminal history record check (commonly known as a police check) when employed by the High Court.