



Please contact the Education Officer for further information

Purpose of the Excursion

- To view a performance of *Samuel Beckett: Fragments* as part of the Perth International Arts Festival 2009. This has links to the Drama learning area of the Curriculum Framework.

Environment

- Venue: Octagon Theatre, The University of Western Australia.
- The venue has wheelchair access via a lift located inside the foyer.
- Please contact the venue for specific information- <http://www.theatres.uwa.edu.au/>.

Transport

- Transport arrangements are the responsibility of the school.
- For public transport options contact Transperth www.transperth.wa.gov.au.
- Buses should enter the University from Winthrop Avenue, turn left and follow the inner ring road east until the bus bays are reached (east of the tennis courts). If there are more buses than can fit in the bus bays, buses can proceed to Car Park 23 (Boatshed) after drop-off and wait to return to the bus bays for pick up.
- Schools are advised to allow adequate time for travelling to the venue and to arrive 30minutes before the performance commences. Latecomers will not be admitted until an appropriate break in the performance.

Students

- This performance is suitable for Upper Secondary students. It contains Curriculum Framework links to Drama.
- Students will be involved in viewing a performance that is 1 hour with no interval.
- If you are bringing students with special needs or intensive health care needs please contact the venue to ensure that the venue is suitable.



Supervisor/Supervisory Team

- It is the responsibility of the school to develop a supervisory team that meets their specific requirements in line with the recommendations for supervision below.
- Perth International Arts Festival, performers and venue staff may lead, demonstrate, perform and present activities but will not undertake any role in a supervisory context.

External Provider Information

- The Perth International Arts Festival presents *Samuel Beckett: Fragments* as part of the 2009 program.
- The Festival has a public liability insurance policy for \$20 million.

Supervision Strategies

- The development of supervision strategies is the responsibility of schools. The Perth International Arts Festival recommends the ratio of one teacher per 15 students as a guide.
- School groups will be seated together in the theatre where possible to assist in supervision. It is recommended that teachers spread themselves amongst their students in the venue so they can monitor student behaviour.

Identification of Excursion Participants

- This is the responsibility of schools.
- School uniform or some form of easily identifiable item for each student is an option which may be considered by schools.

Communication Strategies

- The contact phone number for the Octagon Theatre is 6488 2691.
- The contact phone number for the Perth International Arts Festival is 6488 2000.



Emergency Response Plan

- For information on venue emergency response planning, please contact the venue directly - <http://www.theatres.uwa.edu.au/>.

Briefing Students and Supervisors

- Comprehensive Audience Etiquette Guidelines are contained in this pack and on the Education Page of the Festival website (www.perthfestival.com.au/schools). It is the school's responsibility to brief students on excursion arrangements and performance etiquette prior to attending.
- Please arrive half an hour before the show is due to commence.
- Should there be any questions and to clarify excursion arrangements, teachers are encouraged to contact the Education Officer on 6488 8636 to arrange a pre-visit briefing by telephone.

Other Relevant Details

This information is valid from 13 February to 8 March 2009

Approved by: Julian Donaldson, General Manager

OCTAGON THEATRE

EVACUATION PROCEDURE

Position	One	Two	Three
Duties	Open outer auditorium doors	Open outer auditorium doors	Open left Emergency Exit doors

Position	Four	Five	Door One
Duties	Open right Emergency Exit doors	Ensure no patrons go backstage	Open Door One

Position	Door Two	Bar/Other Seller
Duties	Open Door Two, then stands in front of lift & stop patrons from using	Lock cash in till. Assist FOHM.

All Positions

- Standing inside auditorium say, “This way please Ladies and Gentlemen” in a calm and relaxed manner.
- Encourage patrons to go to Assembly Area (Riley Oval).
- When auditorium clear – follow audience out of building by closest exit.
- Close doors and remain there until collected by Front of House Manager.
- No patrons are to return to venue unless otherwise instructed by Front of House Manager.

Front of House Manager

Stand-by

- Place all staff on stand-by immediately a potential danger is identified.
- Contact Security on 2222 and advise them of situation.

Evacuation

- Instruct theatre technician to make evacuation announcement (not necessary if auto evacuation signal is sounding).
- Advise all staff to proceed with evacuation.
 - Maintain phone contact with Security.
 - Monitor progress of evacuation.
 - Advise Security/Emergency Services of situation upon arrival.
- Check auditorium is clear and all doors closed.
- Ensure toilets are cleared.
- Collect all staff from their exit doors and ensure they are accounted for.
- Go to assembly area (Riley Oval) and advise patrons of situation.

