

# SCHOOL EXCURSIONS AT AGWA

## BEFORE YOUR VISIT

### PREPARE

Once your booking is confirmed, please familiarise yourself with your program for the day and allocate student groups for tours and workshops in advance. We require at least one adult to accompany each group of students. Please ensure all students and accompanying adults are aware of the Gallery's visitation guidelines as detailed in the Code of Conduct overleaf.

### CONTENT

AGWA exhibits a wide range of historical, contemporary and experimental works of art that may contain content you find inappropriate for your students. Please contact us prior to your visit if you would like more information on current displays and exhibitions so that you can plan your visit accordingly. We also encourage you to visit the Gallery independently to view the works that will be on show at the time of your excursion prior to coming in with students.

### SUPERVISING ADULTS

Students are to be accompanied by a teacher or assisting adult throughout their visit. We recommend the following ratios:

Yr K-3 1 adult to 5 students

Yr 4-12 1 adult to 10 students

### WHAT TO BRING

Students' bags and belongings should be kept to a minimum as storage is limited. We ask that students bring only the essentials such as a small carry bag, pencil and sketchbook, personal medication and packed lunch. We encourage name tags for Primary students so AGWA Guides and/or Artists and Educators can personalise discussions with individual students. First Aid kits can be taken into the gallery (If in a backpack, the kit must be worn on the front). Bags can only be collected as a group at the end of the visit.

### GETTING TO AGWA AND PARKING

AGWA is situated in the Perth Cultural Centre, just a short walk from the Perth Train Station. There are no parking facilities for cars or buses. If travelling to the Gallery by private bus there is a set down and pick up point off Beaufort Street at the James Street Mall. Please [contact the Learning team](#) for details.

### ACCESS

We welcome students of all abilities to visit AGWA and participate in tours, events and workshops. If you have particular needs or require additional support please [contact the Learning team](#). Learn more about general accessibility facilities on [our website](#).

### SELF-GUIDED VISITS

You are welcome to visit the Gallery and take your own class on a tour. To ensure that you and your group have a positive experience, we ask that you inform us of your visit in advance. This way we can monitor bookings and advise you if we expect a high number of visitors on the day. Students are to be accompanied by a teacher or assisting adult throughout their self-guided visit according to the ratios listed above.

## AT THE GALLERY

### WHEN YOU ARRIVE

Please arrive 10-15 minutes early to ensure prompt commencement. Upon arrival, we request that students wait outside the main entrance whilst the lead teacher registers details with Reception.

### BAG CHECK AND CLOAKING

The Reception team will assist you in checking bags and belongings before entering the Gallery. Please ensure that your students have everything they need with them (including medication) before moving into the Gallery.

## AFTER YOUR VISIT

We welcome your feedback about your visit to AGWA, as well as any suggestions about how we can support your future programming. Feel free to send your responses through to the Learning team at [educate@artgallery.wa.gov.au](mailto:educate@artgallery.wa.gov.au)

## STAY IN TOUCH

Share your experience on [Facebook](#) and [Instagram](#) and connect with us using the hashtags #myagwamoment, #agwakids and #agwalearning. We'd also love to see photos of your students' time at the Gallery. Email your photos to [educate@artgallery.wa.gov.au](mailto:educate@artgallery.wa.gov.au) along with caregiver permission for us to share it to AGWA's channels,

Are you on our mailing list? Stay updated with what's happening at AGWA by [signing up to our ArtMail](#).

## CODE OF CONDUCT

### CARING FOR THE ART

Works of art on display are fragile and uniquely valuable. Visitors should remain at least one metre away from artworks at all times. Please remind students not to touch works of art and be mindful of inadvertently leaning on walls.

### NO FOOD OR DRINK

Food, drink and chewing gum are not allowed in the Gallery. Groups bringing in packed lunches can leave them at Reception.

### PHOTOGRAPHY

Visitors can take photographs with hand-held devices in non-restricted public areas for personal use only. The use of tripods, flash, selfie sticks or additional lighting is not permitted. Images photographed under this policy cannot be reproduced, displayed on personal websites, or used commercially.

### SKETCHING AND NOTETAKING

Sketching and notetaking in the Gallery must take place in supervised groups and only using 2B pencil. Pens, pencil sharpeners and erasers are not allowed in the Gallery. Please remember to remain at least one metre from artworks. Worksheets, sketchbooks and clipboards cannot be larger than A4 size.

### EMERGENCY RESPONSE AND RISK INFORMATION

The Art Gallery buildings and service provision conforms to all safety and building code standards offering a safe environment for group visits. In the case of an emergency, the school supervisory team should keep their group together and follow the instructions of a Security Officer or AGWA staff member. Groups will be evacuated by the safest possible exit to a nominated assembly area.