



Information for Teachers



The Australian Fossil and Mineral Museum is the home of the internationally renowned Somerville Collection, the lifetime work of Professor Warren Somerville.

The museum offers a range of accessible and engaging displays for school groups. Students will:

- Look a Tyrannosaurus Rex skeleton in the eye
- Learn about life on earth, from two billion year old single cell organisms to recent
- Australian Megafauna
- See spectacular gold, gems and other precious specimens
- Discover what some every day objects such as toothpaste, computer chips, camera film and car brake pads are made from

Learning Outcomes

Our syllabus linked education programs cater for all age groups and many learning styles. Students will learn about:

- Earth and its surroundings
- Living things and life on Earth
- Products and services
- Geological time scale
- Evolution of Australian biota
- Earth and environmental science
- Gold and other minerals - how they are formed and how they are used in everyday life

Location 224 Howick St Bathurst 2795

Opening Hours Open 10am-4pm Mon-Sat 10am-2pm Sun

Contact Details PO Box 409 Bathurst 2795
P: 02 6331 5511 F: 02 6331 5986
E: somerville@bathurst.nsw.gov.au
W: www.somervillecollection.com.au





Information for Teachers

Education Visits

Education visits can be either:

- Self guided tour Maximum number 200 \$5 per student
- Guided education session Maximum Number 100 \$7 per student

These rates are valid until 30 June 2019

Supervising adults

We provide free admission for one supervising adult for every:

- student with special needs
- 5 pre-school and infant students
- 10 primary and junior secondary students
- 15 senior secondary and tertiary students

Booking an education visit

If you have not already booked, please email, phone or fax the following details to the museum:

- Preferred dates
- Arrival time
- Approximate Number of students visiting
- Years or Stages of groups
- Self guided visit or planned Education Session with a staff member.
- Number of supervising adults
- Contact details of the person organising the visit as well and details of the school or group
- Email contact

Information Sheets for self guided visits

Museum based education activity sheets are available on our website for use during self-guided visits. They are designed for teachers to select the appropriate activities and bring them to the Museum. Information sheets are not needed for guided visits.

www.somervillecollection.com.au

Payment

When you arrive for your visit, please confirm the student numbers at the Museum's admissions desk. We take cash, cheque, EFTPOS or can send an invoice your school. This invoice will be generated after your visit. Cheques should be made payable to Bathurst Regional Council.

Museum Shop

The Museum shop has a selection of items under \$5 that students may wish to purchase as part of their visit. We request that no more than 10 students are in the shop at any one time. Please ensure students are supervised at all times in the shop area.





Information for Teachers

What should we bring?

- Lots of questions!
- **Cameras** - photography is permitted in all parts of the museum, however please do not photograph the amber fossils using a flash. Amber is light sensitive.
- **Bags**—We have limited space for bags. Please leave bags on the bus if possible.
- **Self guided visits:** Something write or draw with and photocopied activity sheets from our website.

Preview visits by teachers

Please contact the Museum at any stage to receive a free teacher pass that allows you to visit the Australian Fossil and Mineral Museum for free prior to your excursion.

Access

The Museum is wheelchair accessible with the exception of a small mezzanine area accessed via a staircase. A disabled toilet is available.

Child related employment

All paid guiding staff have a current Working with Children Check.

Risk assessment

Please visit our website for a copy of our Risk Assessment document.
www.somervillecollection.com.au

Toilets

The Museum toilets are also accessed by general public and are not inside the main exhibition building. Please ensure adult supervision of school students attending the toilets.

Food and drink

Please ensure students do not eat or drink inside the Museum. There is a courtyard where food and drink may be consumed.

Bus Drop-off Point

There is no bus parking or stopping directly outside the Museum. For the safety of your students, please do not debus directly outside the museum.

The public bus drop off point on the corner of William and Howick Streets does not have bus parking available. The closest parking for coaches is outside the Courthouse in Russell St or Church Street, Bathurst.





Information for Teachers

Risk Assessment

Activity, item, area or hazard checked	Risks Identified	rating	Control measures	rating	Person Responsible	Date Implemented	Comments
Getting off transport and moving into venue	1 Tripping 2 hit by vehicle	L M	1.School supervisors control children 1. Supervisors check area for trip hazards 2. Do not debus directly outside the museum in Howick Street as it is not safe to do so 2. supervisors debus first 2. supervisors ensure children only cross roads when it is safe to do so.	L	School group staff	Ongoing	As required by DET Museum requests teacher supervision. Education groups to follow student/supervisor ratios. No coach parking outside the Museum.
Moving around the venue	Tripping 2 Falling down stairs	L M	Museum staff are trained in BRC WHS policies and procedures and conduct site checks. Students are reminded not to run on stairs. For self guided visits, students must be briefed and supervised at all time by the accompanying teacher	L	Museum staff and School supervisors	Ongoing	As required by DET. Museum requests teacher supervision. Education groups to follow student/supervisor ratios. Balustrades on stairs.
Emergency	Sudden illness or allergic reaction of visiting student	M	Museum staff are trained in BRC WHS policies and procedures. Student / supervisor ratio by school group leaders is requested for all groups Access Emergency Duress Button at front desk and telephones in office space.	L	Museum staff School supervisors	ongoing	As required by DET. Museum requests teacher supervision. Education groups to follow student/supervisor ratios. It is also requested that the school supervisor carries emergency treatment for known medical conditions.
Injury while undertaking guided or self guided visit	Public intruder / Threat	L	Museum staff are trained in BRC WHS policies and procedures. Access Emergency Duress Button at front desk and telephones in office space. It is recommended students do not go to the public toilets without teacher supervision.	L	Museum staff and School supervisors	ongoing	As required by DET. Toilets are isolated and not in the main Museum building. Museum requests teacher supervision. Education groups to follow student/supervisor ratios.
Emergency	Evacuation due to fire, threat or disaster	L	Museum staff are trained in BRC WHS policies and procedures including site specific evacuation procedures. Fire extinguishers and evacuation plans onsite and regular evacuation drills.	L	Museum staff and School supervisors Fire Warden	ongoing	Duress Button at front desk and telephones in office space.
Disruptive group	interrupting other visitor's experience vandalism, theft damage to displays	L	Students are supervised by school group. Students are to be briefed by Museum or teacher staff on rules for behaviour. Inspection by Museum staff before and after visit	L	Museum staff and School supervisors	ongoing	As required by DET
Departure	Student separated from the group		Roll call		School supervisors	ongoing	As required by DET

