

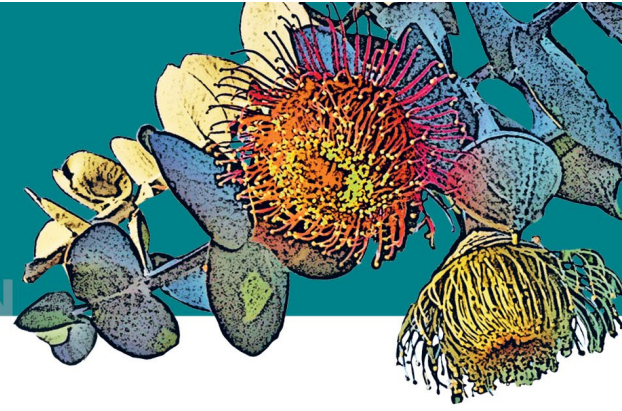
Botanic Gardens and Parks Authority Excursion Management Plan Bold Park

Organisation Details

Name of Organisation:	Botanic Gardens and Parks Authority (BGPA)
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1. Local Excursion

The teacher in charge of booking the excursion is responsible for ensuring approval for the excursion has been provided by the school's Principal.

2. Completing the Proposal for Excursion

This document provides information to assist the teacher-in-charge to complete the Proposal for Excursion, in accordance with the [Department of Education's Excursions in Public Schools Policy \(2020\)](#), [Excursions in Public Schools Procedures \(2020\)](#) and [Local Area Excursions \(2020\)](#).

3. Educational Purpose

Bold Park is a centrally located, outdoor educational resource making it accessible to all schools in the Perth metropolitan region. In 1998, Bold Park was declared an A-class reserve for its high conservation, landscape and recreation values and vested with the Botanic Gardens and Parks Authority for management. It is one of the largest remaining bushland remnants in the urban area of the Swan Coastal Plain, covering 437 hectares near the coast. The vision for Bold Park is 'to be identified as a world-class urban wilderness enjoyed, studied and managed with the community'.

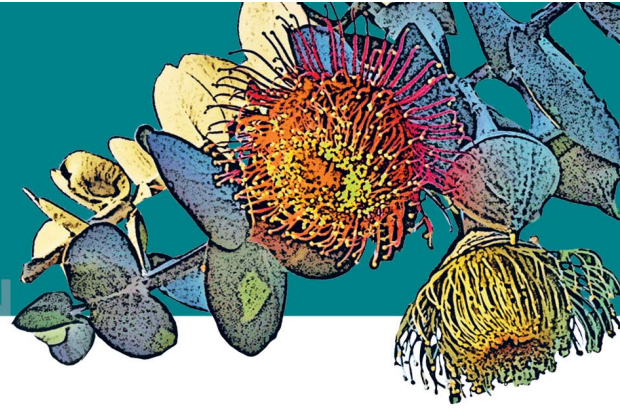
Bold Park has an impressive biodiversity, with over 1000 native and non-native species of flora, fauna and fungi identified. Over 300 different local native plants are found within the park boundaries, including a number of priority and regionally significant species. Despite its proximity to the city, there is an abundance of wildlife including birds, reptiles, amphibians and invertebrates. An array 300 species of macro-fungi have been documented.

Kings Park Education and Learning programs at Bold Park enable students to participate in hands-on, in-situ field work and learning linked to the Western Australian Curriculum Learning Areas, Cross Curriculum Priorities and General Capabilities. Educational programs, facilitated by experienced teaching staff, immerse students in the natural environment as they explore the inter-connected world of plants, animals and people.

4. Risk Assessment

There are natural hazards in all areas of Bold Park and close supervision of children is required at all times.

The BPGA recommends the excursion leader undertakes a pre-excursion site visit prior to their excursion to Bold Park to undertake a risk assessment and familiarise them with the venue.



Water bodies

There is an ephemeral water body located in the Camel Lake area. In peak times the water level may reach knee deep. An excursion to this location, is not considered a water-based excursion (Refer to Section 19: Water-based Activities of the Department of Education's [Outdoor Education and Recreation Activities for Public Schools \(achperwa.org.au\)](http://achperwa.org.au) policy). If you wish to discuss this further, please contact the Kings Park Education and Learning Office on (08) 9480 3638.

Evacuation Plan

The BGPA has a comprehensive evacuation plan to manage and respond appropriately in an emergency response situation, such as fire and other major incidents.

In case of an emergency, Kings Park Education and Learning will coordinate operations. Education Officers are connected to the Park Management Officers via two-way radio communication and mobile phone.

During an emergency, all excursion participants are required to follow the directions of BGPA Staff and emergency services.

For further information please see section 15, Emergency Response Planning.

Appropriate Dress

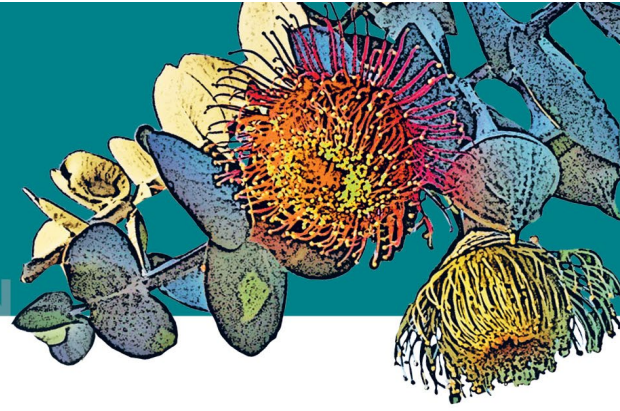
Students and the school's supervisory team should be appropriately dressed for the weather conditions and the natural environment. It is recommended that students wear their sport uniform with closed-in shoes and sunhats. Please bring jackets or raincoats for cooler and inclement weather.

At all times of the year students should have access to sunscreen, insect repellent and water bottles.

5. Student Capacity and Health Care

Kings Park Education and Learning provides a range of educational opportunities to suit all learning abilities.

Kings Park Education and Learning will support teachers to manage student's health care needs while on excursion. Details of any health care, physical and/or learning needs or cultural requirements should be provided when making your booking. This will enable the Bookings Officer to advise on suitability of programs and venues, and the Education Officer to tailor the education program to best meet the needs of your students where possible.



6. Supervisory Team

The school, based on the age and capacities of students and the activities to be undertaken, is required to determine the school supervisory team prior to the excursion. The school supervisory team is responsible for always monitoring the physical wellbeing and behavior of students. Supervisors nominated by the school should always remain with the students in their care during the excursion.

Kings Park Education and Learning Officers have the experience, knowledge and skills to assist the school supervisor team, where required and /or requested, to:

- identify and establish a safe environment for the activity.
- monitor and respond to weather and environmental conditions before and during excursion activities.
- monitor and assess the physical wellbeing of the students
- effect a rescue and render emergency care.

Duty of care and first aid is the responsibility of the school supervisory team. However, in cases of emergency, or where assistance is required, Kings Park Education & Learning Officers have current first aid qualifications and access to first aid equipment.

In cases of serious medical emergency, calling '000' should always be the school supervisory team's first response.

It is the school's responsibility to ensure teaching staff and parent/carers/guardian acting as supervisors are compliant with the WA Education Department's *Working with Children Checks in Public Schools Policy* have appropriate clearances for working with children.

7. Supervision Strategies

Student supervision, conduct and belongings always remain the responsibility of the school supervisory team. Misconduct by students and/or the school supervisory team may result in the BGPA asking the school group to leave Bold Park and a restriction on future bookings.

In all areas of the Park there are naturally occurring hazards, therefore effective supervision of students is always recommended. This includes directing parents/carers/guardians who are acting as supervisors to stay with their allocated student group at all times and prohibiting the attendance of siblings who are not part of the excursion. The use of mobile devices should be limited to break times.

The BGPA strongly recommends that the following minimum adult to child supervision ratios be applied for excursions to Bold Park:



Years 7 and 8:	1 adult to 10 students
Years 9 and 10:	1 adult to 15 students
Years 11 and 12:	1 adult to 30 students

8. Identification of Excursion Participants

Students from different schools may-be present at the same venue during the excursion. To assist the school supervisory teams and Kings Park and Education Learning Officers in identification of students, it is recommended that students wear school uniform (sports) with the school logo. For schools without uniform, some other form of easily identifiable item.

The school supervisory team is responsible for ensuring excursion documentation, including emergency contact information is correct and readily accessible for the duration of the excursion.

9. Communication Strategies

The Botanic Gardens and Parks Authority (BGPA) regulations do not permit the use of megaphones, air horns, school two-way radios or whistles. We advise the school supervisory team to use mobile phones as part of their communication plan and to have entered all the relevant excursion and school-based contact numbers into the phone.

The mobile phone contact for the teacher-in-charge of the excursion should be provided to the Education Bookings and Support Officer on booking.

All BGPA staff on duty carry two-way radios for communication purposes. BGPA staff and volunteers wear BGPA badged uniform and can be approached for assistance.

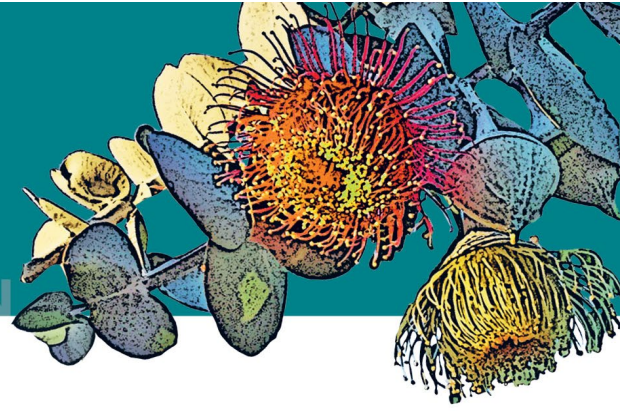
If you require assistance on the day of your excursion, please contact:

Venue	Contact	Number
Bold Park	Education and Learning Officer	0434 307 501
Bold Park	Bushland Field Operator	0418 923 973

10. Briefing Students and Supervisors

Students and the School Supervisory team should be briefed by the teacher-in-charge prior to an excursion to Bold Park regarding rules and safety protocols concerning visitor conduct.

It is the responsibility of the School Supervisory team to ensure their students good behaviour.



Students should be reminded that they are sharing Bold Park with other school groups and members of the general public, appropriate behaviour is expected to ensure an enjoyable and safe experience for all visitors.

Misconduct may result in the school group being asked to leave the Park and a restriction on future bookings.

Volunteers/parent help should be discouraged from bringing other children or siblings.

There is a grassed area for picnic lunches in front of the WA Ecology Centre. Barbecues are available at the nearby Perry Lakes Picnic Area.

It is advisable that lunches are protected from scavenging birds and weather. Please use individual student backpacks, eskies with lids or covered baskets.

There are no rubbish bins in Bold Park. Schools are responsible for removing all their rubbish from the site.

Bold Park is an outdoor venue. In the event of inclement weather, the Tamala room at the WA Ecology Centre maybe available for use as part of your excursion.

It is recommended that you minimise the number of belongings that you bring as we are unable to secure any valuables.

As a State Government authority, the BGPA is subject to the *Botanic Gardens and Parks Authority Act 1998* and *Botanic Gardens and Parks Regulations 1999*. These are in place to protect Kings Park and Bold Parks natural environment, cultural heritage and all visitors. There are penalties for any offences that are listed in the Regulations.

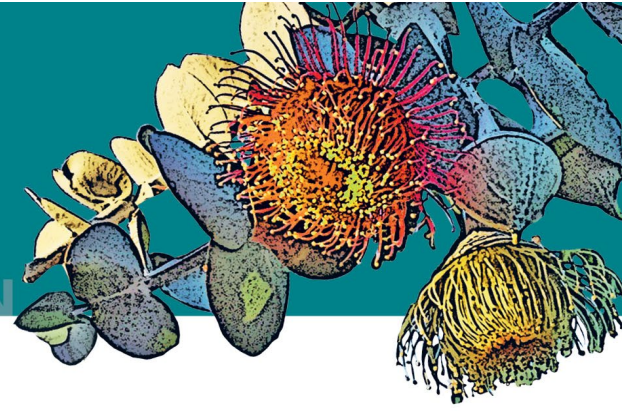
Please ensure that your students comply with the BGPA Regulations at all times and excursion participants should be reminded of the following:

- picking flowers and other plant material is not permitted.
- participants are to keep to paths and not walk off tracks in the bushland.
- feeding any birds or other animals is not permitted and will also make the animals ill.
- litter must be disposed of offsite.

11. Transport Arrangements

Arranging transport to Bold Park is the responsibility of the school.

Buses can drop-off and park in the bus drop lane at the WA Ecology Centre. This bus park is not suitable for large or articulated buses due to the turnaround space. Bus parking is also available Camel Lake Car Park.



The main carpark, the most northern along Perry Lakes Drive, provides entry to the Western Australian Ecology Centre, the Wildflower Society of Western Australia and the Friends of Bold Park Bushland (in Perry House) and BirdLife WA (in Peregrine House). Parking for the disabled (ACROD permit holders only) is available.

Volunteers/parent helpers travelling separately can park in designated car parking areas near to the program venue.

12. Location and Venues

Visitor maps for Bold Park can be downloaded from the [Botanic Gardens and Parks Authority - Maps and Transport \(bgpa.wa.gov.au\)](http://www.bgpa.wa.gov.au) section of the [BGPA website](http://www.bgpa.wa.gov.au) (www.bgpa.wa.gov.au).

Bold Park is declared an A-class reserve due to its high conservation, landscape and recreation values and vested with the Botanic Gardens and Parks Authority for management.

The vision for Bold Park is 'to be identified as a world-class urban wilderness enjoyed, studied and managed with the community'.

Location

Bold Park is located near one of Perth's popular coastal beaches and easy to get to by private vehicle or public transport. There are two main entry points along main roads - Oceanic Drive or Perry Lakes Drive, City Beach.

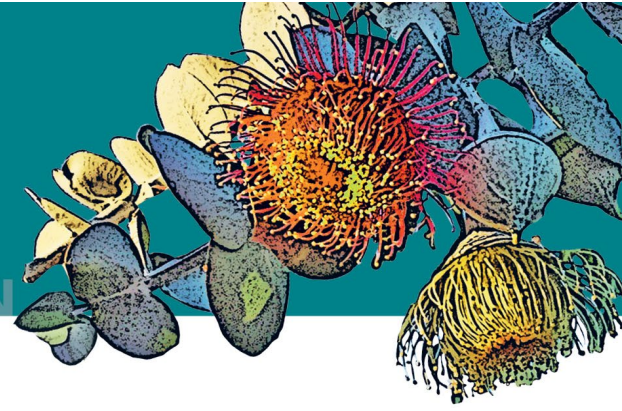
Environment Description

Bold Park is one of the largest remaining bushland remnants in the urban area of the Swan Coastal Plain, covering 437 hectares near the coast.

The key elements of this area include:

- **WA Ecology Centre** – the Centre aims to promote awareness and appreciation of biodiversity conservation in Bold Park and throughout Western Australia. It provides a venue to assist community groups, environmental practitioners and educators to undertake their activities, and to provide office space for staff involved in Bold Park's ongoing management. The Centre was designed to harmonise with the surrounding natural landscape and to minimise its environmental and visual impact on the site.

The building features numerous environmental design principals including solar orientation, a flood of natural light, passive ventilation and thermal mass. It also used environmentally sustainable materials for construction such as plantation timber products and raw unfinished cream concrete wall panels to reflect the local limestone that is prevalent in Bold Park.



The names of 15 native plant species considered to be the most vulnerable in Bold Park are engraved into the 'canopy' pieces, providing a subtle conservation message.

The Centre is open for booked groups only.

- **Reabold Hill** – the highest natural point on the coastal plain with a raised boardwalk rising to 85 metres above sea level with spectacular views. You can see the Indian Ocean, Perth city, Rottnest Island, Kings Park and Botanic Garden, and even glimpses of the Swan River.
- **Bushland** - Bold Park bushland provides a rare opportunity to experience relative 'wilderness' in Perth's urban area. The network of walking trails provide excellent opportunities for bushwalks, nature study and exercise.

Facilities

- Bold Park has no formal toilet blocks or drinking fountains within the park. Facilities are available on the eastern side of Perry Lakes Drive in the picnic area.
- Toilet facilities are available for programs held in the WA Ecology Centre
- The Tamala room has access to an AV system. The room has a maximum capacity of 100 (70 is comfortable, during COVID rules 50)
- In Bold Park, where the most popular activity is bushwalking, seats have been placed at intervals along the more popular walk trails, generally at scenic vantage points, to provide the opportunity to pause or take a rest.
- If you are visiting Bold Park, you need to take your own refreshments as there are no food outlets within the park. Barbecues are available at the nearby Perry Lakes Picnic Area.

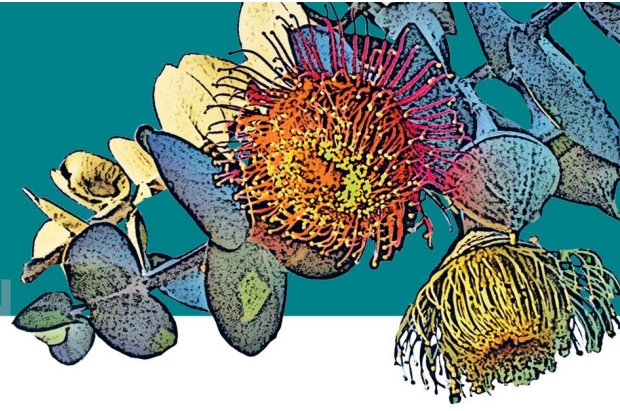
Drop-Off Locations and Parking

Buses can drop-off and park in the bus drop lane at the WA Ecology Centre. This bus park is not suitable for large or articulated buses due to the turnaround space. Bus parking is also available Camel Lake Car Park.

The main carpark, the most northern along Perry Lakes Drive, provides entry to the Western Australian Ecology Centre, the Wildflower Society of Western Australia and the Friends of Bold Park Bushland (in Perry House) and BirdLife WA (in Peregrine House). Parking for the disabled (ACROD permit holders only) is available.

13. External Providers

Bold Park is managed by the Botanic Gardens and Parks Authority, part of the Western Australian State Government, Department of Biodiversity, Conservation and Attractions.



Kings Park Education and Learning Officers are responsible for developing and presenting a range of WA curriculum linked education programs in Bold Park. Teaching staff are qualified, experienced and hold current Working with Children Checks and First Aid qualifications. A signed WWC declaration letter is available on request to the Education Bookings Officer. The Kings Park Education & Learning Manager is Charlotte Vaughan, Charlotte.Vaughan@dbca.wa.gov.au however the daily duty officer-in-charge may differ depending on rosters.

Secondary science programs are developed in conjunction with and supported by specialist BGPA personnel, including Kings Park Scientists, Ecologists and Conservation Land Managers.

All Kings Park Education and Learning Volunteers are required to have Working with Children Checks. They are screened for suitability during the selection process and trained in the BPGA's working with children guidelines and emergency procedures.

Full organisation details and contact information is provided on Page 1.

Bold Park is a public venue. Other bookings for schools, community groups and private occasions may be taken during the time of your excursion.

14. Insurance Cover for Excursions

The Botanic Garden and Parks Authority has General Liability Insurance with Riskcover. The BGPA's limit of liability is up to \$600 million for any one occurrence. A copy of the BGPA's Certificate of Currency is available on the [Kings Park Education - Plan your Visit](#) section of the BGPA website.

This insurance policy does not cover loss or damage of personal belongings. Please remind students, staff and volunteers that they are responsible for their own belongings at all times.

15. Emergency Response Planning

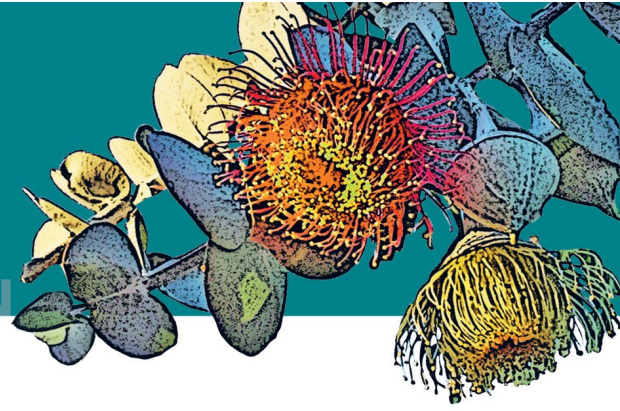
The BGPA has a comprehensive Crisis Management and Communication Plan for Bold Park. We are confident of our ability to manage and respond appropriately in an emergency response situation, such as fire and other major incidents.

The BGPA has conducted thorough and extensive analyses of Bold Park, for potential risks.

In case of an emergency in Bold Park, the Kings Park Education and Learning Officers will coordinate operations.

Education and Learning Officers have access to first aid equipment.

If the site is to be evacuated, excursion participants are to follow the instructions issued by the Kings Park Education and Learning Officer-in-Charge. Teachers, school-supervisory teams and students



should listen carefully to directions and move in an orderly fashion as directed. Teachers are requested to maintain an accurate count of the members of their group.

To ensure visitor safety, Bold Park Bushland is closed on days issued with a Total Fire Ban. In this case, Kings Park Education and Learning will contact schools as soon as possible to cancel and reschedule bookings (no additional fees will apply).

Local Emergency Services:

- Wembley Police Station, 188 Salvado Road, Wembley.
- Sir Charles Gardner Hospital, Hospital Avenue, Nedlands.
- Perth Children's Hospital is closely located on the corner of Winthrop Avenue and Monash Avenue, Nedlands

16. Detailed Cost of Excursion

Fees apply to Bold Park Education programs. Refer to the [Make a School Booking](#) section of the BGPA website for up-to-date fees or contact the Education Bookings and Support Officer.

17. Information to Parents for their Consent

It is the responsibility of the school to provide full details of the excursion to parents and gain written parental consent for an excursion to Bold Park.

All information relevant to an excursion to Bold Park has been provided in this Excursion Management Plan, or is available on the [Botanic Gardens and Parks Authority - Kings Park Education \(bgpa.wa.gov.au\)](#) section of the BGPA website

18. Record Keeping

It is the responsibility of the school to retain records pertaining to an excursion to Bold Park as required.

For any other enquiries relating to a school excursion, please contact the Education Bookings and Support Officer on (08) 9480 3638