

Code of Conduct

for schools visiting Sovereign Hill

This *Code of Conduct* is a framework of values and behaviours for ensuring a safe, enjoyable and satisfying visit to Sovereign Hill's Outdoor Museum, the Gold Museum and *AURA*.

This *Code of Conduct* is built on the following guiding principles:

- Sovereign Hill acknowledges that a safe, orderly and secure environment is critical in meeting the learning needs of students.
- Sovereign Hill recognises the importance of involving students in active learning experiences in an environment that promotes and supports effective independent and social learning.
- All Sovereign Hill staff and visitors (including the general public, visiting students, teachers and parents) have the right:
 - to be safe from physical, verbal and emotional abuse;
 - to enjoy Sovereign Hill free from interference and bullying of any sort;
 - to be treated with respect and courtesy;
 - to expect that their property will be treated with respect.

Sovereign Hill staff and volunteers will respect the person and property of visiting school students and teachers, and behave towards them with professionalism, courtesy and helpfulness at all times.

Visiting supervising teachers are responsible for:

- ensuring they maintain close supervision of the students in their care at all times and role model the appropriate behaviours;
- providing qualified first aid staff and equipment for your students;
- ensuring they are contactable by Sovereign Hill staff throughout their visit by providing a contact name and mobile phone number, and that the mobile phone is on during the visit;
- communicating this *Code of Conduct* to all students

in their care and accompanying adults, and ensuring it is respected;

- encouraging students to take responsibility for their behaviour.

Visiting students are responsible for:

- moving around Sovereign Hill in a manner ensuring their own safety and the safety of others;
- ensuring personal safety and the safety of others when near Sovereign Hill animals;
- respecting Sovereign Hill's property and the property of others;
- obeying the lawful instructions of Sovereign Hill staff;
- treating others with respect and courtesy;
- refraining from aggressive or bullying behaviours;
- resolving problems calmly and sensibly, or by seeking assistance from supervising teachers;
- enjoying the Sovereign Hill experience as much as possible and allowing others to do the same.

Persons who breach this code may be directed to leave Sovereign Hill. Visiting schools will be responsible for supervising anyone directed to leave. No refund will be made.

We thank you in anticipation of your support.
Enjoy your visit!



Sara Quon,
Chief Executive Officer
The Sovereign Hill Museums Association