

Cockburn Ice Arena

401 Progress Drive,
Bibra Lake, WA 6163

Phone: 9411 0300

Email: reception@cockburnicearena.com.au

Website: cockburnicearena.com.au

Purpose of the Excursion

Cockburn Ice Arena is a facility in Bibra Lake dedicated to ice skating and ice sports in Western Australia.

The purpose of the proposed excursion is:

Reward / end of term

Ice skating excursion

Educational

Ice Skating Maths ‘ed-cursion’ with worksheets provided by the arena

Educational

Ice Skating Science ‘ed-cursion’ with worksheets provided by the arena

Sport / physical education

Ice skating lessons

Sport / physical education

Ice hockey lessons

Education and environment

Ice skating followed by a Wetlands Education Session

Environment

Cockburn Ice Arena is an indoor venue, located on six acres of native vegetated land. Bibra Lake Reserve is located across the road from the Arena.

The Arena is on average 10 degrees Celsius. It is recommended that students wear:



LONG SLEEVES



LONG PANTS (NOT JEANS)

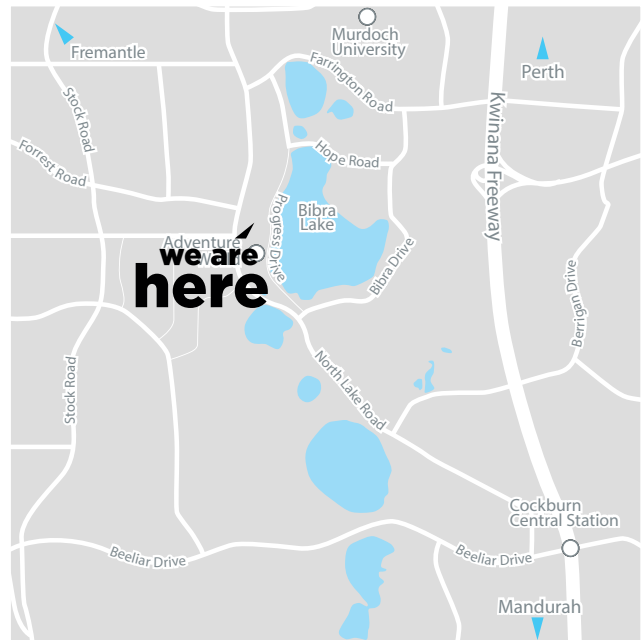


LONG THICK SOCKS



BIKE HELMET IF YOU HAVE ONE

Helmets are available for loan from the arena if required.



There are no open bodies of water on site, however for groups participating in our Wetlands Education sessions at Bibra Lake, supervision is important.

To protect the native flora and fauna, visitors should use the footpaths provided.

Disabled and bus parking is available.

Facilities

- Café
- Change rooms
- Toilets
- Lockers
- Wheelchair access
- First aid room
- Water fountains
- PA System

Teachers are welcome to visit prior to the excursion to assess the environment.

Transport

Transport to the venue is the responsibility of the school.

There are 235 car parking bays, 5 disabled bays and bus parking on site.

A Transperth bus stop is located directly in front of the Arena. The 520 bus leaves from Cockburn Central Train Station.

Students' Capacity

The Arena can cater for groups of up to 400 students.

Please advise if you have any student's with special needs so we can maximise the benefits of their visit.

Supervisor/Supervisory Team

Arena staff, management and coaches may lead, demonstrate and present activities but will not undertake any roles in a supervisory context.

It is the responsibility of the school to develop and provide a supervisory team that meets their specific requirements, in conjunction with the Arena's expectations for supervision.

Cockburn Ice Arena staff will not be responsible for the conduct of students at the establishment. The School Supervisory Team is expected to actively monitor behavior and intervene as necessary.

External Provider Information

Clearances

Cockburn Ice Arena coaching staff all have a current Working with Children Check.

Current Accreditations and Qualifications

Arena staff and management hold a variety of tertiary qualifications.

Public Liability Insurance

Insurer: WTW Co Amount: \$20, 000, 000

A copy of our Certificate of Currency may be downloaded from 'Quick Links' section on our School Excursions web page.

<https://www.cockburnicearena.com.au/school-excursions/>

Supervision Strategies

School supervisory teams are encouraged to prepare students for the visit by outlining expected behaviour. The school supervisory team is expected to actively monitor behavior and intervene as necessary. Students are also expected to follow the directions of Arena staff and management as necessary.

A copy of the standard rules, along with other excursion resources is sent to schools upon booking confirmation. Ice skating session rules are available at:

<https://www.cockburnicearena.com.au/wp-content/uploads/2018/06/ciarulesa4.pdf>

The average supervisory team as expected by the Arena is **one teacher per ten students**. To assist with supervision requirements, Cockburn Ice Arena provides free entry and skate hire to supervisors as follows: one free supervisory team member to skate free for every ten students paid.

A complimentary host will also be supplied by the Arena for groups of 25 or more.

Please contact us to discuss this if required. Please advise if you have any students with special needs, so we can ensure we appropriately cater to their needs.

We encourage the school to manage their supervisory team accordingly.

Identification of Excursion Participants

Identification of excursion participants is the responsibility of the individual school. It can be helpful to Arena staff if students are dressed in school uniform for clear identification, and if the school supervisory teams wear a badge.

Wristbands can be provided to assist in identification of students if required.

Communication Strategies

A communications strategy between students and the school supervisory team is the responsibility of the school. Please ensure everyone is aware of these communication methods.

Cockburn Ice Arena encourages the school supervisory team to have access to a mobile phone that they can be contacted on, and an use to call out during their visit. Supervisory staff are also welcome to use the Arena telephone should the need arise.

If required supervisory staff may ask Cockburn Ice Arena staff to make announcements over the PA system.

Should the school need to contact their staff, they may do so by calling reception on 9411 0300.

Emergency Response Plan

Although it is expected that schools will have their own Emergency Response Plan relevant to the needs of their students, Cockburn Ice Arena has an Emergency Procedure that is expected to be followed in the event of an emergency. Please listen carefully to instructions issued over the public address system and/or directly from Arena staff and management:

- In the event of an emergency an alarm will sound.
- If the need to evacuate should arise, an appropriate/qualified staff member will notify your group.
- All staff and patrons will be asked to congregate at a muster point outside the building so all persons may be accounted for.

A map indicating emergency exits and muster points is available at:

<https://www.cockburnicearena.com.au/wp-content/uploads/2018/06/evac-002.pdf>

Cockburn Ice Arena has Fire Wardens and trained First Aid staff on duty at all times. The school supervisory team should maintain a list of participating students and teachers.

Briefing Students and Supervisors

School supervisory teams are expected to use this document and its relevant attachments to brief students about standards of conduct, supervision strategies and emergency response plans prior to their visit.

Supervisors should remind students that they may be sharing the Arena with other schools and members of the public, so appropriate behavior is expected to ensure all visitors have an enjoyable experience.

Safety briefing, orientation, and getting ice skates

1. Students will be asked to go straight to the grandstand area.
2. Arena staff will conduct a short safety briefing and orientation. It is important students are attentive at this time.
3. With teacher direction, students will be asked to collect skates from skate hire in groups of ten.
4. Students then take the skates back to the grandstand to put on. Teachers, with the assistance of rink staff will ensure skates are fitted and secured correctly.

Safety on the ice

Ice skating does have risks, which can be easily mitigated by following these simple guidelines.

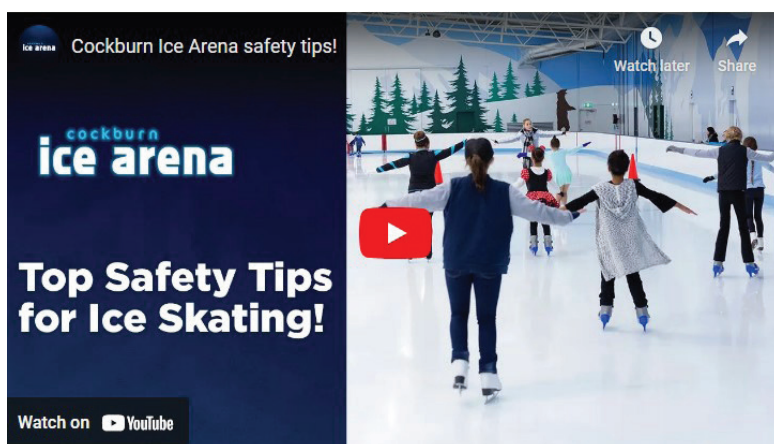
1. Select the correct skate size, and not a 'bigger' size. Buckles should be done up tightly.
2. Dress appropriately. Wear long pants and long sleeves.
3. Listen to Arena staff at all times.
4. Wear a helmet.
5. Skate within your limits.
6. Skate in the same direction as others.
7. Don't sit on or jump over the barriers.
8. Don't throw the ice.
9. Don't walk on tiled areas with skates on.

School supervisory teams are encouraged to watch the Arena's safety video, which is sent to the school group before attending.

A safety briefing will also be conducted on the day, prior to students getting on the ice.

Cockburn Ice Arena's safety video is available at:

<https://www.cockburnicearena.com.au/school-faqs/>



Other Relevant Details

Please feel free to contact us to discuss activities and facilities.

The ice skating session timetable is available at:

<https://www.cockburnicearena.com.au/session-timetable/>