

VENUE AND SAFETY INFORMATION FOR SCHOOL EXCURSIONS

VENUE NAME: Metro Light Rail
LOCATION: 190 Pyrmont St, Pyrmont, NSW 2009 (Head Office)
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Activity	Recommended age group/fitness level/prerequisite skills	School staff accreditation/competence	Potential risk <i>List hazards/risks related to each activity/program and the venue</i>	Control Strategies <i>Outline strategies for ensuring visitor safety for this potential risk</i>
Transport provider	All ages/fitness/skills	None required	Risks associated with transportation service.	This operation is regulated by the Independent Transport Safety and Reliability Regulator (ITSRR), as required under the Rail Safety Act 2002. The Operator is required to obtain an Accreditation to operate from ITSRR, which amongst other things requires the preparation of, and compliance with, a Safety Management System (SMS). The Light Rail operator's SMS is a controlled document in 6 volumes. Compliance is monitored through an annual safety audit conducted by ITSRR.
Access to Light Rail Station	All ages/fitness/skills	None required	Tripping, falling	Supervision by school staff. Design meets all relevant Australian standards.
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Accidents or incidents while on Light Rail station	All ages/fitness/skills	None required	Falling off platform in front of Light Rail	Closed Circuit TV monitoring by control room. Drivers are trained for such incidents. Tactile strip on the platform. Speed of trains through stations is limited to 20kph by an independent Automatic Train Protection system. The platforms are low (300mm to top of rail) so recovery from a fall is easy.
Accidents or incidents while on Light Rail station	All ages/fitness/skills	None required	Separated/ lost students	Contact/supervision by Light Rail staff, who are in radio contact with control room and other trains. Closed Circuit TV. System maps available.
Access between station and the vehicle	All ages/fitness/skills	None required	Tripping, falling, wheelchair and disabled access.	Gap and step between platform and vehicle is less than 50mm. Supervision by teaching staff, Light Rail staff, Closed Circuit TV monitoring. Driver trained for such incidents. Tactile strip on the platform. Train cannot move if doors are not fully closed.
Group Travel on the Light Rail vehicle	All ages/fitness/skills	None required	Unexpected exit at inappropriate station	Supervision by teaching staff, Light Rail staff, Closed Circuit TV, PA announcements of next station.
Group Travel on the Light Rail vehicle	All ages/fitness/skills	None required	Overcrowding on Light Rail vehicle	Vehicle has maximum capacity of 217 – severe overcrowding unlikely. Supervision by Light Rail staff and teachers to ensure that students are not overcrowded throughout the train. Exclusive charter vehicle available for extra large groups of students.

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Bag Storage	All ages/fitness/skills	None required	Lost of missing items	Light Rail does not have bag storage facilities. Students should keep personal belongings with them at all times. Lost property is kept at Light Rail Control.
Late access/ missing Light Rail service	All ages/fitness/skills	None required	Delay in excursion timetable.	Light Rail service runs every 10 minutes, schedule acceptable time to access service.
Light Rail service delay or disruption	All ages/fitness/skills	None required	Disruption to timetable	Significant delays are unusual.
Payment	All ages/fitness/skills	None required	Payment is required on or before the day of the excursion in order to receive admission	Prepayment services are offered by Light Rail administration office prior to excursion, or conductors on board Light Rail can assist with payment. Discounts available for bona fide school groups.
Student Behaviour on station and vehicle	All ages/fitness/skills	None required		Outline a code of conduct expected of student while on excursion. Ensure students are aware of other members of the public on the Light Rail system. Supervision by school staff and light rail staff.
Toilet facilities	All ages/fitness/skills	None required	No toilet facilities are available on vehicles or stations.	Public toilet facilities are available at Central Station, at Darling Harbour and at various other excursion activities.

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Fire Safety and evacuation	All ages/fitness/skills	None required	Fire	Stations have clearly marked fire equipment. Staff are trained in emergency evacuation procedures. At least two staff members per train. Trains are constructed of fire retardant material. Tunnels have specialist fire fighting and evacuation equipment.
First Aid	All ages/fitness/skills	None required	Injury with no medical treatment	Control room is notified by radio and emergency services are contacted immediately. Closed Circuit TV monitoring in control room.
Child protection and supervision	All ages/fitness/skills	None required	Risk to children from adults	Supervision of students on the Light Rail is wholly the responsibility of the teachers/carers. The Child Protection Act legislation does not consider Light Rail as a provider of specific services to children and it is therefore not necessary for Light Rail staff to have Working with Children checks.
Public Liability Insurance coverage	All ages/fitness/skills	None required	Risk of liability to Metro Light Rail in case of an incident.	Metro Light Rail has the appropriate Public Liability Insurance in place to cover injury and damage.