

Excursion Checklist

DOCUMENTATION

- Attendance list, numbered, of all children and adults on your excursion to the Museum. Ideally, bring copies for helpers.
- Medication, health plans and risk assessments for individual children if required.
- For teachers who have booked a Facilitated program, payment has been made by invoice or credit card prior to excursion day.

SUPERVISION

- Supervision must be provided by teachers or adult helpers at all times, alongside your Museum Facilitator. Supervision ratios are as follows:
Years K-2, minimum 1 adult to 6 students (students within eyesight at all times)
Years 3-6, minimum 1 adult to 10 students (teachers within the same gallery)
Years 7-10, minimum 1 adult to 15 students (teachers within the same gallery)
Years 11-12, minimum 2 supervisors with the group (teachers within the same gallery or floor)
- Help your Facilitator recognise you from a distance with signage, name badges, school uniforms branded with your school name visible, etc. There may be several schools on site at the same time.

FIRST AID

- Ensure students bring adrenaline, insulin, asthma inhalers, and special foods as required. Notify your Museum Facilitator, teachers, and helpers to be vigilant to these needs.
- Please adhere to sensible distancing and hygiene protocols.

BELONGINGS, FOOD AND DRINK

- School bags left at school, only essential belongings brought to museum
- Student lunch boxes, water bottles and essential belongings clearly labelled (to be stored in Woodside Learning Studios storage area – wheeled trolleys and cupboards)

WAYFINDING

- Download the Boola Bardip excursion map to identify where to park your bus, walk from Perth Station, meet your facilitator (if facilitated program is booked), store belongings, find toilets and eat lunch. In 2025, the Perth Cultural Centre is undergoing a process of rejuvenation and construction. Please refer to the [DLGSC website](#) for accessibility to the WA Museum during this time.
- For teachers who have booked a facilitated program - Check below which galleries you will visit during your program to maximise your time in other galleries

ITINERARY

- Plan excursion movements throughout your day at the Museum.
- Consider pre-booking additional resources to support your excursion; Gogo devices, Codebreaker kits, sensory backpacks and colour accessibility kits
- Print WAM Boola Bardip self-guided trail activities for students if required

SUGGESTED ITINERARY (without a facilitated program)

Time	Activity
09.30	Arrive at Museum, supervise a short recess if required
09.45	Register arrival at Front Desk (Museum main entrance) <ul style="list-style-type: none"> • Collect additional resources if applicable (Gogo devices, Codebreaker kits, Sensory Backpacks, Colour Accessibility Kits) • Store lunchboxes, water bottles and essential belongings in storage facilities at Woodside Learning Studios (ask staff member for access on arrival) • Supervise a toilet break at Woodside Learning Studios if required
10.00	Take escalators and stairs (or elevator) to Level 3 to visit the <i>Wildlife</i> and <i>Connections</i> galleries
10:50	Take the stairs or elevator down to level 2 to visit the <i>Origins</i> and <i>Changes</i> galleries
11:40	Take the escalators to Level 1 and visit the <i>Reflections</i> Gallery. At the end of the gallery, walk along the Bridge to catch a glimpse from above of Otto the blue whale in Hackett Hall. Take the elevator down to ground floor to collect lunches.
12:20	Lunch, toilet breaks, refill water bottles at outdoor drink fountains
12:50	Take the stairs from Woodside Learning Studios to Hackett Hall to see Otto the blue whale from below (subject to closure for special events)
1:00	Return to ground floor and visit <i>Ngalang Koort Boodja Wim</i> , our Aboriginal culture and history galleries located across from Woodside Learning Studios
1:30	If time permits, take the golden staircase to visit the Innovations gallery on the mezzanine level, then head down the Museum's original wooden staircase to see the <i>Muttaborrasaurus</i> on your way out.
2:00 approx	Collect belongings from storage facilities, supervise a bathroom break, final headcount of students and depart museum

Please consider a visit to our special temporary exhibitions as a supplement to the above itinerary (additional entry fees may apply, refer to website for current special exhibition dates and ticket price)

SUGGESTED ITINERARY (for teachers who have booked a facilitated program)

10am Facilitated Session suggested itinerary

Time	Activity
09.30	Arrive at Museum, supervise a short recess and toilet break if required
09.45	Send one teacher/adult helper to register arrival at Front Desk, then meet your Facilitator at the Old Gaol Grapevine (between Woodside Learning Studios and Main Entrance), store belongings if required
10.00	Begin facilitated education session for 60 or 90 minutes
11.30	Lunch
12.15	Enter the museum for self-guided exploration <ul style="list-style-type: none"> • Approx. 30 minutes in different galleries depending on interest • Time for approx. 4 galleries • You may choose to re-visit galleries from your facilitated program, or select different galleries. Refer to below matrix to see which galleries are visited in your program
14.00	Time to visit the Otto the whale in Hackett Hall
14.15	Toilet break, collect belongings
14.30	Depart Museum - back to school

12.30pm Facilitated Session suggested itinerary

Time	Activity
09.30	Arrive at Museum, have recess (toilet, snack)
09.45	Register at Front Desk, store belongings in facilities at Woodside Learning Studios if required
10.00	Enter the museum for self-guided exploration <ul style="list-style-type: none"> • Approx. 30 minutes in different galleries depending on interest • Time for approx. 4 galleries • You may choose to re-visit galleries from your facilitated program, or select different galleries
11.45	Lunch
12.30	Meet Facilitator at the Old Gaol Grapevine (between Woodside Learning Studios and Main Entrance). Facilitated education session for 60 or 90 minutes
14.00	Time to visit Otto the whale in Hackett Hall!
14.15	Toilet break, collect belongings
14.30	Depart Museum - back to school



WA MUSEUM
BOOLA
BARDIP

Galleries visited and linked to Facilitated Programs

Primary	Year Level	Ngalang Koort Boodja Wirn	Wild Life	Connections	Changes	Origins	Reflections	Innovations
Dinosaurs Don't Roar	PP-3		Linked					
Custodians of Country	PP-3	Linked			visited	visited		
Then and Now	PP-3						Linked	
Wonderful Water	PP-2				visited			
Classified Information	3-4		Visited					
Adaptations: Ocean Life	4-6		Visited					
Adaptations: Birds	4-6		Linked					
Cultural Collisions	4-6	Visited		Visited				
Early Earth: a dynamic and changing place	4-6					Visited		
Introducing Robotics	4-6							Linked
Analysing the Evidence: Impacts on Urban Wildlife	5-7		Linked		Linked			
Routes and Restrictions	6-8							
Lunar Design and Discovery	7-9							
Managing Country	7-9	Linked			Visited	Visited		
Debating Ancient History	7-12	Linked				Visited		
Creative Entrepreneurs	7-10							Visited
Investigating Rights and Freedoms	10-12	Visited						

Excursion checklist

Galleries Visited and Linked to Self Guided Trails

Primary	Year Level	Ngalang Koort Boodja Wirn	Wild Life	Connections	Changes	Origins	Reflections	Innovations
Connecting Trail	3-6	Visited	Visited	Visited			Visited	
Diversity Trail	6-8	Visited	Visited	Visited	Visited			

Secondary	Year Level	Ngalang Koort Boodja Wirn	Wild Life	Connections	Changes	Origins	Reflections	Innovations
Diversity Trail	7-8	Visited	Visited	Visited	Visited			
Movement and Change Trail	7-10		Visited	Visited	Visited	Visited		