



Department of **Planning,
Lands and Heritage**



Excursion Management Plan

Purpose of the Excursion

Fremantle Prison is a World Heritage site that offers a unique insight into Western Australia's history, particularly its penal history. The Prison provides educational guided tours that align with the Western Australian Curriculum, focusing on history, social sciences, and the humanities.

Environment

Fremantle Prison is located in Fremantle, Western Australia. The site includes various historic buildings and outdoor areas, providing a rich environment for learning about the state's history and heritage.

Fremantle Prison Site

The Prison consists of several historic buildings, including cell blocks, prison yards, and museum spaces. Most areas are accessible by stairs and ramps (excluding upper cell block landings, gun posts, and the underground tunnels). Please inform us if any participants have special needs so we can ensure their visit is as beneficial as possible.

Universal access toilets are available on site. Drinking fountains are located at various points around the Prison grounds.

The Prison grounds include paved courtyards and lawned areas, however there are a number of uneven surfaces to be aware of.

For more information on the accessibility of areas at the Prison please refer to the '[Planning Your Trip to Fremantle Prison](#)' document

Bags, Food, and Drink

Fremantle Prison has limited space for storing lunches and school bags. Please leave school

bags at home or at school if possible. We have designated areas for storing bags and lunches, but refrigeration is not available.

A designated seating area for schools is available, however cannot be reserved. School groups may also use the Terrace Gardens located directly in front of the Prison's Gatehouse entrance.

Transport

Transport is the responsibility of the visiting school. Fremantle Prison is accessible by public transport, with Fremantle Train Station a short walk away. There are coach stands for set-down and pick-up of students near the Prison entrance. For further information about bus parking, please contact the City of Fremantle.

Supervisor / Supervisory Team

Student supervision is the responsibility of the school throughout the visit. School groups must be supervised with a mandatory minimum of two (2) supervisors for each school tour group regardless of the number of students. The supervisory team must accompany students throughout the excursion, actively monitor behaviour, and intervene as necessary.

Clearances

All Fremantle Prison Tour Guides have current Working with Children Checks and National Police Clearances.

First Aid

Tour Guides hold current Provide First Aid certificates. It remains the responsibility of the school to provide first aid to their students. Our staff will assist if possible. First Aid Kits and defibrillators are available throughout the Prison. There is a sick bay located in the Gatehouse entry complex. Schools are responsible for bringing and administering any special medications required by their students.

Identification of Excursion Participants

Identification of excursion participants is the responsibility of the individual school. It can be

helpful if students are dressed in school uniform for clear identification, and if supervisory team members wear name badges.

Communication

Communication between students and the supervisory team is the responsibility of the school. Please ensure everyone recognises the communication strategies prior to your visit. Do not use whistles, two-way radios, or megaphones during your visit.

Tour Guides at the Prison are in contact with each other and the main reception via two-way radio devices.

Emergency Response Plan

In the event of an emergency, it is essential that all school visitors take directions from Fremantle Prison staff. The Prison is equipped with an Emergency Warning System. A siren will indicate an evacuation is underway. If evacuation is necessary, all visitors will be assembled at a designated safe area. Teachers are required to do a roll call and must immediately notify Prison staff if any students are missing. School supervisory teams should always have a list of names of participating students with them, including contact telephone numbers, student medical information, and relevant health information of supervisors. Please note we do not provide evacuation maps.

Briefing Students and Supervisors

You will receive an email confirmation once you have made your booking. On the day of your excursion, please inform the staff at the Prison's front desk of your group's arrival to confirm the name of the school and the numbers of students and adults in attendance.

School supervisory teams are encouraged to prepare students for the visit by outlining expected behaviour and learning outcomes. Please note that photography may not be permitted in some areas – please check with staff if in doubt.

Public Liability Insurance

Insurer: Western Australian Government Treasury Managed Fund (RiskCover) Limit of Cover:

\$800,000,000 Public Liability. Valid certificate of currency available here:

<https://fremantleprison.com.au/schools-groups/schools/planning-your-visit/>