# Teachers’ frequently asked questions

## Before your visit

**The Museum of Australian Democracy is located in Old Parliament House—a National Heritage Listed building. How will that affect our visit?**

National Heritage Listing is recognition that Old Parliament House is one of the most significant heritage buildings in Australia. As the home of Commonwealth Parliament from 1927 to 1988, it was the setting for many major decisions and events that shaped modern Australia and therefore symbolises and reflects the development of Australia as a nation. In order to look after this nationally significant building—

* Please leave all food, drinks (including bottles of water), large bags, backpacks, umbrellas, clipboards and pens on the bus. If you are from a local school, please leave large bags at school and only bring lunches in baskets or small containers which can be cloaked until after the program finishes.
* All programs are booked, and facilitated by museum staff. Self-guided activities are only available for small groups of year 11 and 12 students. These also need to be booked.
* All school visitors and presenters wear white cotton gloves for the duration of the program.

**I have students with special needs. How can they be involved?**

The Museum of Australian Democracy believes strongly in equal access to learning opportunities for all students. Please let us know as soon as possible if any of your students have special needs and/or health or accessibility issues so that we can ensure that they have the best learning experience.

**What happens if the group is late?**

If your group is running late please contact the Bookings Officer on (02) 6270 8282 as soon as possible. A late start will reduce your program time as all programs are booked and strictly one hour in length. Please ensure that your whole group knows the time and meeting place for the learning program to ensure a prompt start.

**What happens if the group cannot attend a booked program?**

If cancellation is necessary please contact the Bookings Officer on (02) 6270 8282 one week before the program. If cancellation is due to an emergency, please contact the Bookings Officer as early as possible.

**Where can we eat our lunch and/or snacks?**

The Museum of Australian Democracy does not have designated lunch areas. In fine weather we recommend the adjacent Old Parliament House Rose Gardens where toilets are also available.

**What if my students need to visit the toilet?**

There are toilet facilities within the building, however in order to ensure that your group has the maximum opportunity to experience your booked program, we recommend allowing sufficient time before or after the program to use the toilet blocks in the adjoining Old Parliament House Rose Gardens.

**Who is responsible for the care of my students during the program?**

Duty of care requires that all students must be accompanied by a teacher or responsible adult associated with the school at all times while in the Museum. Please bring sufficient staff to ensure that this is possible. We recommend a ratio of one adult to ten students.

## During your visit

**I have a PACER form—where can I get it stamped?**

Please present your PACER form and confirmation letter at the reception desk when you arrive.

**What does the program cost?**

The cost is the museum entry fee. Students pay $2.00 each and teachers and accompanying adults are free. You may pay by cash, credit card, cheque, company-issued voucher or we can arrange for an invoice to be sent to your school. Please visit the reception desk when you arrive.

**Where is the Schools entry?**

The Schools entry is on the front terrace on the west side of the House (to your right as you face the building). A presenter will greet you at the Schools entry in time for your program.

**Can my students eat or drink during the school program?**

The museum is in a heritage listed building. Food (including chewing gum) and drink cannot be consumed in the Museum spaces. Please alert the presenter if there are medical reasons for any student to require food or water during their scheduled program time.

**Who is responsible for the behaviour of my students in the Museum?**

All teachers and adults accompanying the school group are responsible for the behaviour of students in their care. This is not the responsibility of the museum staff.

**Can we take photographs?**

Photography is permitted in all areas of the museum except in the designated exhibition spaces. Please be aware that members of the public may be taking photographs which may inadvertently include students. Please do not film the program.

**Can my students buy souvenirs?**

At present there is no souvenir shop at the Museum of Australian Democracy.

**I am bringing a year 11/12 group for a self-guided activity. What do I need to know?**

* Your activity needs to be booked
* Your group will be met at the main entrance by a Schools Learning presenter and given an introduction to the museum and a heritage message before your activities commence.
* All students and accompanying adults will be issued with a pair of white gloves for the duration of the visit. Your Schools Learning presenter will arrange to collect the gloves from you before you leave.
* Please bring only pencils for writing activities. Pens are not allowed in the Museum spaces**.**

**If we have time to spare before our** **next venue, where can we go to explore after our program at the Museum finishes?**

There are a number of interesting open-air places and memorials within walking distance of the Museum of Australian Democracy.

The [Magna Carta Monument](http://explore.moadoph.gov.au/trails/rule-of-law#milestone=magna-carta-place-and-monument) was a gift from the British Government to the people of Australia to celebrate the Centenary of Federation.

[Reconciliation place](http://www.nationalcapital.gov.au/index.php?option=com_content&view=article&id=82&Itemid=300) was developed in 2000 as a symbol or our ongoing commitment to Reconciliation. Artworks are spread out along a pathway between the High Court and the National Library of Australia.

[The Aboriginal Tent Embassy](http://www.reconciliation.org.au/home/resources/factsheets/q-a-factsheets/aboriginal-tent-embassy---five-fast-facts) began in 1972 as a reaction to government rejection of a land-rights issue in the Northern Territory and represents the political struggle of Indigenous people nationally.

Enclosed [Rose Gardens](http://moadoph.gov.au/collection/the-building/the-gardens/) can be found either side of the Old Parliament House building. They are a pleasant spot for lunch and a run around. Toilet facilities are also available in the gardens.

The [King George V Memorial](http://moadoph.gov.au/blog/the-king-george-v-memorial/) is across the road to the North West of Old Parliament House; find out [more about the King George V Memorial](http://trove.nla.gov.au/result?q=king+george+V+memorial).

