

# Education Entrance information sheet

WEDNESDAY 12 NOVEMBER – FRIDAY 19 DECEMBER 2008, 9.30am – 4.30pm (Mon – Fri only)

Please bring this information sheet with you on the day

## Limited access to the Gallery's collection and changed entry procedures

Due to the replacement of the Gallery's escalators and refurbishment of the Domain Theatre, there will be no access to Lower level 2, Contemporary galleries, Lower level 3 Yiribana Gallery and the Education entrance from inside the Gallery.

For the duration of this time period all K–12 Education Groups:

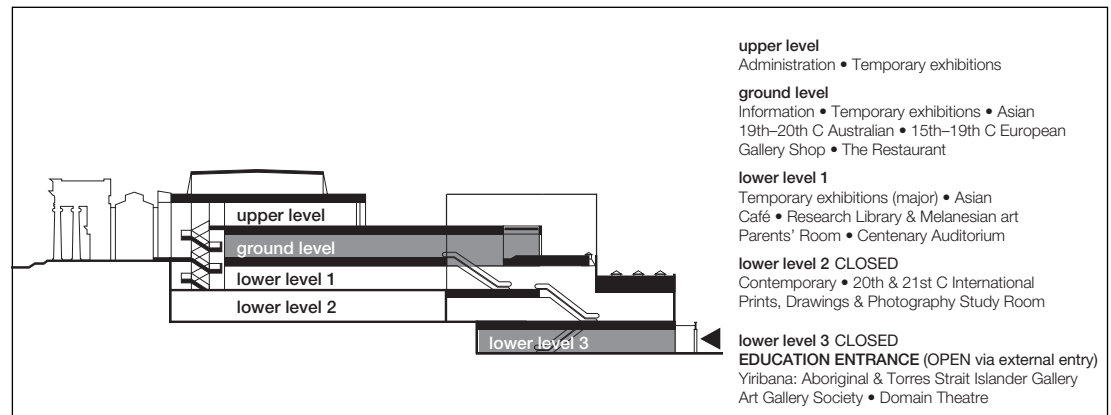
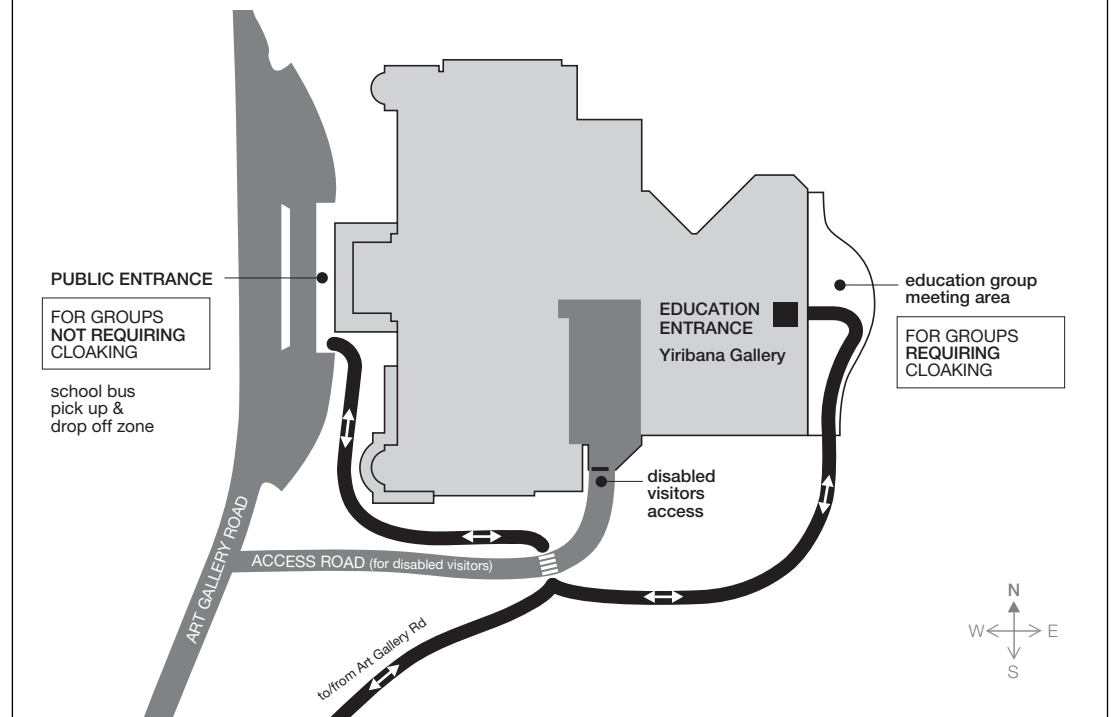
- **With bags**, lunch packages or other items that require cloaking **MUST** arrive and depart the Gallery via the Education Entrance only (see map below)
- **Without bags**, lunch packages or other items that require cloaking may arrive and depart the Gallery directly via the Public Entrance

## DIRECTIONS for groups that require cloaking – by foot only

- Follow the Education Entrance signs from the public entrance on Art Gallery Road along the pathway on the southern side of the building
- Proceed via the pedestrian crossing to the lower pathway on the eastern side of the Gallery, entering the Education Group Meeting Area for access to the Education Entrance
- Once your group have been checked in and cloaked, proceed outside and follow the pathway back to the Public Entrance to enter the Gallery

### PLEASE NOTE:

Drop off and pick up zones for school buses and other vehicles are only available at the western entrance to the Gallery. There is no street parking near the Gallery or access to the Education Entrance for school buses.



# Excursion Procedures & Responsibilities: Students and Teachers

**We hope you enjoy your visit to the Art Gallery of New South Wales.**

To maximise your time and experience while visiting the Gallery, please consider this information before and upon your arrival.

**Travel as lightly as possible. No responsibility is taken by the Gallery for the loss of valuable items or bags. If possible leave bags at school or on the bus. This will allow you to enter via the Public Entrance immediately, reducing delay and disruption to your visit.**

**Aim to arrive at least 20 minutes prior to your allocated booking.**

## **When you arrive:**

1. Check in with Gallery Education Staff in the Education Group meeting area or with Gallery officers at the Public Entrance upon your arrival
2. Teachers are required to wear the Visiting Teacher ID sticker available upon arrival
3. Be aware that you are moving through Gallery spaces, with artworks on display – appropriate behaviour is essential. No photography
4. As directed, please move to your first Gallery location immediately
5. If required, place all bags in the storage area as directed. Students and teachers should only carry essential items into the Gallery. Ask your students to get these items out of their bags before you enter the Education Entrance
6. If applicable, meet your Children's Guides (Primary Schools) / Teacher-Lecturers (High Schools) at the Information desk on the Ground level (booked education services only)
7. Access for students with a disability is available.  
Please ask Gallery staff for further information
8. Before your tour/visit, arrange a meeting time elsewhere in the Gallery so that you exit the Gallery as one group

**TEACHERS PLEASE REMEMBER, STUDENT BEHAVIOUR, SAFETY AND SECURITY IS YOUR RESPONSIBILITY. GROUPS MUST BE SUPERVISED AT ALL TIMES, TO ENSURE EVERYONE'S VISIT IS ENJOYABLE.**

## **Important points to remember when visiting the Gallery:**

**(Please read aloud to students)**

- Mobile phones or cameras are NOT permitted in the exhibition spaces
- Sitting down on the floor or on plinths in the special exhibition spaces is NOT permitted
- Touching artwork is NOT permitted
- A pencil and small sketchbook are preferred. Ballpoint / felt tip pens are NOT permitted
- Teachers are advised to conduct any teacher activities outside of the exhibition space, in areas such as the café circulation area or the collection galleries
- Eating, drinking or chewing gum in the Gallery is NOT permitted
- Lifts are for the use of people with disabilities only
- There is a limited outdoor undercover area in the Education Group Meeting Area which may be utilised during wet weather. There are no spaces available inside the Gallery. Teachers are advised to have a contingency planned if wet weather is likely

## **For further information on bookings and excursions including:**

excursion risk management assessment, child protection policy, student teacher ratios, exhibition entry fees, getting here, facilities, access & Gallery map

**<http://www.artgallery.nsw.gov.au/ed/book>**