

# SCHOOL EXCURSION INFORMATION

## THE ART HOUSE WYONG



### LOCATION

19-21 Margaret Street Wyong NSW 2259

### GETTING HERE

#### Bus Information

Students can be dropped off and picked up on Anzac Street (the street adjacent to The Art House).

#### Public Transport

Wyong Train station is a short walk from The Art House, with Central Coast trains, Busways and Red Bus alighting there.

### IN THE VENUE

#### Opening Hours

Monday-Friday: 10.00am – 5.30pm

Monday-Sunday: one hour before all performances, in addition to the times above.

#### Arrival & Entry

Upon arrival at The Art House, teaching staff will be met by the Education or Duty Manager, who will provide you with your tickets and direct your group.

### DURING THE SHOW

Normal theatre etiquette applies and teachers should ensure students DO NOT:

- bring hot drinks or glassware into the theatre
- speak during the performance
- put their feet on the chairs
- use mobile phones or other electronic devices
- take photographs or video (including from mobiles)

Ushers will be in the theatre if you have any questions.

### Q AND A'S

If you are participating in a Q and A after the show...wait in your seats and get your questions ready! The performers and producers are eager to answer them.

### SCHOOL BAGS

School bags are not permitted in the auditorium. If school bags can't be left at school, students can leave their bags in an area designated by the Duty Manager. Please note, bags will be in an unattended area and will be left at their own risk.

### RECESS/LUNCH

Students are welcome to bring their recess or lunch, and if they are seeing a show and participating in a workshop afterwards, there will often be a small break. Small groups can eat in our courtyard or café area, larger groups can break in Frank Balance Memorial Park – directly across the road from The Art House. There is also a playground in Frank Balance Memorial Park for younger children.

### BOOKINGS

We endeavour to keep school excursion costs as low as possible. School bookings can be made for any number of students, with one free teacher ticket given per 20 students. Booking process is as follows: -

- Once you make your booking, an invoice and confirmation email will be sent out immediately
  - Student numbers can be adjusted until the final invoice, which is sent out 5 weeks prior to the event
  - Payment with final numbers must be made 4 weeks prior to the event. If final payment is not received by this time the tickets will no longer be reserved.
  - Bookings made with 4 weeks of event must be paid for within one week of booking confirmation. There are no refunds or amendments available for these bookings
  - We reserve the right to request earlier payment or to alter your booking on any show if required.
- To Book: You can call us on 02 4335 1485 or email [tickets@theartousewyong.com.au](mailto:tickets@theartousewyong.com.au)

### WORKSHOPS, Q AND AS OR EDUCATIONAL MATERIAL

Further Educational content may be available for your show and some shows come with full curriculum resources. Once you've made a booking, we will provide you with any available teacher materials and give details of any workshops or Q and A's open to schools.

For workshop bookings or Education queries, please email [education@theartousewyong.com.au](mailto:education@theartousewyong.com.au).

### ACCESSIBILITY

The Art House is committed to providing arts and cultural experiences for the whole community. Please let our Box Office staff know when booking if you require accessible seating.

All major areas of The Art House feature wheel chair accessibility and The Art House is accessible from street level. Wheelchair positions are available and can be arranged on booking. Please discuss your specific requirements with Box Office staff at the time of booking your tickets.

Patrons using hearing aids may access the hearing induction loop available in the auditorium. In order to utilise the loop please switch your hearing aid to the "T" position.

There are 4 accessible car parks located close to The Art House building.

### TOILETS

The Art House has female toilets and male toilets with an accessible toilet located towards the café area.

### RISK ASSESSMENT

Download the excursions Risk Assessment sheet from [www.theartousewyong.com.au/schools](http://www.theartousewyong.com.au/schools)