HIS MAJESTY'S THEATRE

Information for Excursion Providers

Name of your organisation	His Majesty's Theatre
Location/Contact Details Physical Address Phone Number Email Address Website Address Contact Person	 825 Hay Street, Perth WA, 6000 (08) 9265 0900 hmt-eventservices@artsculturetrust.wa.gov.au artsculturetrust.wa.gov.au Fiona Moore, Operations Event Manager

Purpose of the Excursion

- Describe the educational value of the activities that you provide.

His Majesty's Theatre opened in 1904 and is recognised as one of Perth's finest venues, hosting a variety of performances.

On top of producing many shows itself, His Majesty's Theatre hosts two resident companies, WA Opera and WA Ballet. It is also used extensively by many leading Australian and International artists and companies.

Environment

- Describe your venue.
- If you provide accommodation, describe the facilities.
- Describe any facilities for students with disabilities.

His Majesty's Theatre is located on the corner of King and Hay Street in the Perth CBD.

Access to the building can be obtained from the main entrance on Hay Street

A lift provides access to all four levels of the building. There is also a marble staircase inside the building for ground - level three access.

Wheelchair access is available on the Stalls level only via the main doors on Hay Street or the side doors on King Street and available to the basement level via Hay Street entrance. Please pre-arrange any access requirements with venue management.

Transport

- Where transport is the responsibility of the school, describe the parking facilities for cars and/or buses.
- If you provide any transport, provide details.

Transport arrangements are the responsibility of the school.

For information on availability and location of bus parking please contact the City of Perth.

Public car parks are located in the vicinity of His Majesty's Theatre. Please contact the City of Perth for details. Please note, these areas are not suitable for bus parking.

For public transport options contact Transperth www.transperth.wa.gov.au

Students' Capacity

- Describe the activities in which students will participate.
- Describe the age group(s) for which the activities are suitable.
- If relevant, describe any particular skills required by students.

His Majesty's Theatre is a venue hosting a variety of performances. It is suitable for students from Kindergarten to Year 12.

Please contact the presenting organisation for information specific to the activities being presented.

Please advise if you have any students with special needs so we can attempt to maximize the benefit of their visit.

Supervisor/Supervisory Team

- Indicate whether you/your staff are available to assist in the supervision of students.

It is the responsibility of the school to develop a supervisory team that meets their specific requirements in line with the recommendations for supervision outlined in this document.

The school supervisory team must accompany the students throughout the visit to actively monitor behaviour and intervene as necessary.

His Majesty's Theatre staff will not undertake any role(s) in a supervisory context.

Please be aware that members of the general public may be attending a performance at the same time as your school and we would appreciate your students demonstrating responsible behaviour to ensure an enjoyable experience for all.

External Provider Information

- Detail you/your staff's current accreditation and qualifications.
- Detail you/your staff's relevant clearances.
- Provide details of your current level of public liability insurance.

His Majesty's Theatre is managed by Arts and Culture Trust

Clearances:

Venue staff are required to hold a current police clearance at the time of employment.

Public Liability Insurance:

Insurer: RiskCover

Limit of Liability: $800 million any one occurrence

Please refer to the last page for a copy of the Certificate of Currency

Supervision Strategies

- Provide details of your recommended student/supervisor ratio(s).
- Provide details of any recommendations regarding strategies for supervision.

The development of appropriate supervision strategies is the responsibility of individual schools. The school supervisory team must accompany the students throughout the visit to actively monitor behaviour and intervene as necessary.

School groups will be seated together where possible to assist with supervision. It is recommended that school supervisory team members are seated amongst students to facilitate ease of supervision.

Please be aware that members of the general public may be attending a performance at the same time as your school and we would appreciate your students demonstrating responsible behaviour to ensure an enjoyable experience for all.

If attending a performance, please contact the presenting organisation for their recommended supervisory ratio.

If one is not available, or the school is the hirer of the venue, His Majesty's Theatre requires **school supervisory teams consist of no less than**:

- Yrs K – 3 1 adult to 10 students
- Yr 4 – 7 1 adult to 12 students
- Yr 8 – 12 1 adult to 15 students

with a minimum of 2 supervisors per 32 students.

The recommended ratios may vary according to the needs of your students. Please feel free to discuss supervision requirements with us.

Identification of Excursion Participants

- Provide details of any recommendations for the identification of excursion participants.

Identification of excursions participants is the responsibility of individual schools.

His Majesty's Theatre recommends that all students wear the school uniform. For activities outside school hours the school should make provision for a system that can easily identify students such as badges or wristbands.

Communication Strategies

- Describe any modes of communication that you make available for use by schools.
- Provide details of any recommendations regarding strategies for communication.

Communication strategies between students and school supervisory team are the responsibility of the school. Please ensure everyone recognises the communication strategies.

School supervisory teams are encouraged to provide a mobile phone that they can be contacted on and use to call out during their visit, and are asked to ensure that this number is fully functional in all locations throughout the venue. Please note, mobile phones are required to be turned to silent during performances.

School supervisory teams may access an external telephone line to call out if required during an excursion.

In addition, should the school need to contact the supervisory team during an excursion they may do so by contacting the Event Operations Coordinator or the Duty Front of House Manager via the Theatre Stage Door on (08) 9265 0900.

Emergency Response Plan

- Where available, describe or provide a link to your emergency response plan.

Schools will have their own Emergency Response Plan pertaining to the particular needs of their students.

His Majesty's Theatre has an extensive Emergency Response Plan in place including a PA system and audible fire alarms. Please note that this document is not publicly available. Please contact the venue for further information if required.

In the event of a site emergency, school supervisory teams are responsible for the managing the movement of students under the direction of venue staff. School supervisory teams are strongly recommended to meet identified supervision requirements to further support these procedures.

It is suggested that school staff have access to a list of names of participating students, contact telephone numbers, student medical information and relevant health information of supervisors.

COVID Safety Plan

WA is no longer in a State of Emergency, there is no declaration, restrictions, or active pieces of special legislation in play.

ACT continues to observe and where appropriate adhere to the latest Department of Health advice, which can be found at:

www.wa.gov.au/government/covid-19-coronavirus/covid-19-coronavirus-managing-covid-19-wa.

Please contact the venue for further information if required.

Briefing Students and Supervisors

- If relevant, provide details of information that you/your staff will be presenting to students and/or supervisors at or prior to the commencement of the excursion.

School supervisory teams are asked to use the information below in *Other Relevant Details* to brief students on expectations in addition to those outlined by the presenting organisation.

Other Relevant Details

- Provide any other information to support schools in their excursion planning.

The following guidelines will ensure a safe and comfortable environment for students and other members of the audience;

- Large bags must be cloaked before entrance to the theatre.
- Owing to technical interference and Occupational Health and Safety requirements for technicians, mobile phones must be turned off during performances. School Supervisory Teams are responsible for monitoring this requirement.
- ALL food and drinks (other than bottled water) are not permitted in the auditorium. School Supervisory Teams are to assist theatre staff with the policing of this rule.

Please be aware that members of the general public may be attending a performance at the same time as your school and we would appreciate your students demonstrating responsible behaviour to ensure an enjoyable experience for all.

- Students must refrain from talking during a performance.
- Student must remain in allocated seating under the supervision school supervisory team at all times.

Please note a lockout may apply to some performances. Please check with the booking agent at the time of ticket purchase.

Disclaimer

Information current as at July 2026

CERTIFICATE OF CURRENCY

This Certificate is issued for information purposes only and does not confer any rights upon the Certificate holder and does not amend, extend or alter the coverage provided by the Cover detailed below.

Public Authority:	Arts & Culture Trust
Cover Number:	R/206813
Cover:	General Liability (including Products Liability).
Situation of Risk:	Worldwide
Covering:	The legal liability of the Public Authority in respect of claims for compensation resulting from an occurrence.
Limit of Liability:	$800 million any one occurrence.
Excess:	Nil
Expiry Date:	30 June 2027
Conditions:	Subject to the RiskCover Certificate of Cover, Cover Document and Fund Guidelines.

This Cover has been effected with RiskCover (managed by the Insurance Commission of Western Australia).

Date Issued: 2 June 2026

Insurance Commission of Western Australia