



PLANNING INFORMATION GUIDE For School Groups

Welcome to Otway Fly Treetop Adventures, one of Victoria's premier nature destinations.

Situated in the heart of the magnificent Otway Ranges. Our attraction offers a range of fun and educational services for your school to experience from flora, fauna and diverse history of the Otway Ranges.

Our Treetop Walk is a unique 1.9km walk, that features a 600 meter long and 30 meter high steel structured treetop canopy walkway. At the pinnacle of the walkway, you will be met by our spiral tower. It sits 47 meters above the forest floor, when you reach the top. You can also get a thrill walking out onto the rocking cantilever.

In addition to our Treetop Walk, we can add to your schools experience by offering our Zipline Tour. The first of its kind in Victoria, the Zipline Tour is a 2.5 hour, fully guided experience that includes training, practice simulation, 8 cloud stations, 6 flights and 2 suspension bridges. When you book a Zipline Tour, we will also include the Treetop Walk in the price. Our trained and experienced guides will provide you with an insight into our forests history and its features. Also, there will be FUN. They will provide you with an experience you won't forget!

Our education programs at Otway Fly Treetop Adventures are designed to be informative, interactive and FUN. As we know, students learn best when they're having fun. We discuss local ecology, ecosystem functions, land use, food webs, collaborations and sustainability. Our fantastic guides are local community members who are passionate and have a genuine love of creating awareness for the next generation of land managers.

We look forward to tailoring a fun and educational excursion to meet your schools needs.

Regards

Otway Fly Treetop Adventures



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BEFORE YOUR VISIT

Talk to your students about your visit to Otway Fly Treetop Adventures before arrival. If most of your students have never visited our attraction before, talk to them about the importance of forests and rainforests and prepare them for this excursion.

SHARE YOUR EXCURSION PLANS WITH STUDENTS

Let students know what they should expect on the day of their visit. Put together a timeline of activities for the day to familiarise themselves with events.

SOCIAL SCRIPTS

We have social scripts available for the guided and self guided groups.
Download available from our website.

BEHAVIOUR

Teachers and parent helpers are responsible for the behaviour and safety of all their students. You can review the parent helper responsibilities and share your expectations of the students before you visit. All students must stay with their teacher or parent helper at all times while you are on site. This policy is for the protection of your students and the safety and comfort of all visitors to our attraction. Please communicate the following to teachers, parent helpers and students prior to your visit.

- Stay with your groups. Teachers, parent helpers and students must stay with the group at all times inside our visitor centre. Students must be supervised at all times.
- Be courteous and respectful of other visitors. Talk quietly and walking only through the visitors centre. Running, yelling and climbing inside the visitor centre is not permitted.
- Be respectful of exhibits & building. Use notebooks and clipboards to write against, instead of walls, windows or exhibits.
- Retail Merchandise, please do not touch or pickup items in the retails area. In light of the covid pandemic, we must reduce touch points.
- Food and drinks, are not permitted on the walk or treetop structure. We try to avoid any waste out on the walk. Food scraps can also create problems with unwanted vermin.

TEACHER TO STUDENT RATIO

Teachers are offered complimentary entry on the following teacher to student ratios.

- 1 Adult to 10 Students
- 1 Adult to 1 Student - Additional needs student / Integration aider / Carer



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PARENT HELPER INFORMATION FOR SELF GUIDED TOURS

- Remind parent helpers that they must stay with their groups at all times.
- Let them know if you have any learning activities planned for the students and explain their role in the activity.
- Ask them to review our Behaviour requirements for your visit.
- Be sure parent helpers are aware of any time constraints.
- Parents helpers should travel and arrive with the group. Everyone must enter as a group in order to receive the school prices.

ARRIVAL PROCEDURES

BEFORE YOU VISIT

- Check you have been emailed a Pro Forma Invoice as confirmation of your booking. Please print and bring this form or have a digital copy on your phone or device. **IMPORTANT - NO FORM NO ENTRY**
- Confirm your transportation arrangements with your bus service.
- Check travel and distance times with your bus driver.
- Advise bus driver to park in the allocated parking bays. As you enter the attraction, turn right and you will be in the bus parking area. See the signs as you enter.
- Discuss behaviour expectations with your students
- Prepare parent helpers
- Assign student groups, using the Adult to Student guide.

CALCULATE YOUR ARRIVAL TIME

Note the check in time on your confirmation Pro Forma Invoice. For guided groups, our staff are scheduled according to your booking time. Guided tours may be affected or shortened if your group is running late.

CHECK IN

From the carpark, it is a 300 metre walk to the visitor centre. When you arrive at the VC, the head teacher will need to check in at the Guest Services Counter. The team at Guest Services will then organise your booking and group.



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RESTROOMS

The toilets are located inside the visitors centre. Through the retail area and towards the back of the building. These are the only toilets at the attraction. We advise that everyone go to the toilet before going out on the Treetop Walk. Please use the toilets in small groups at a time and follow hygiene procedures. A teacher or parent helper must also accompany their group to the toilets.

WIFI

There is no wifi in the forest, but you will find a better connection - Author Unknown
(We have no free wifi available.)

DURING YOUR VISIT

EMERGENCY PROCEDURES

- Assistance - Students should know they can ask for help from any of Otway Fly Team Members.
- Lost Students - Remind students that if they get lost to remain in the place they were separated from their group. So the teacher can retrace their steps and find the lost student. It is encouraged to count students before moving to the next section all together.
- First Aid - If anyone in your group is injured, ask any Otway Fly Team Member for assistance. For unguided walks, please have all teachers and parent helpers to have our number in their phones 03 5235 9200. That way they can call the visitor centre and we can send a team member down to assist.
- Emergency - In the rare event of an emergency requiring an evacuation of the site, you will be advised and assisted by Otway Fly Team Members.

WET WEATHER

The weather in the Otway Ranges can be very unpredictable. No matter what the weather man tells you. Always pack a wet weather jacket. Wear closed walking shoes. Bring a hat & gloves, especially in the winter months.

SCHOOL BAGS

School bags can be left safe in the visitors centre. Please advise one of our team members.

RETAIL SHOP

The retail shop will be open, we only accept card. We are CASHLESS.



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CAFE

Our Cafe kitchen is open from 10am to 3pm. Days of opening may vary due to lockdown periods and location restrictions. Please check with guest services at the time of your booking.

The kitchen has a range of lunches, that include gluten free & vegan options. A reminder that we are CASHLESS and only accept card or tap n go devices.

The Beverage bar is open from 10am - 3pm, sometimes a little later depending on demand.

Beverages & snacks will be available at all times when the attraction is open.

Yes, there will always be coffee!

The Cafe has a seating area for guests and also an outdoor alfresco area. The outdoor alfresco area will closed off and reserved for school groups to use. A reminder that social distancing applies and to be mindful of other guests that are visiting the attraction.

LUNCH/SNACK OPTIONS

- Strictly no BYO lunch to be brought on site.
- Water bottles are allowed.
- Drinks, chips & lollies available.
- Snacks & gluten free snacks available at the Beverage bar.
- We can cater for lunches. Pre booking is essential. See booking form for details.

DEPARTING

When your group departs Otway Fly Treetop Adventures, you should do so in good time. It is encouraged that all students use the restrooms before leaving, as we are a fair way from the next public toilets and your destination point.

If you have any further queries, please add to your booking form or email Guest Services at admin@otwayfly.com.au

We look forward to welcoming your group!