



ACCOMMODATION INFORMATION

FOR GROUP STAYS

PROPERTY NAME Melbourne Metro YHA

LOCATION 78 Howard Street, North Melbourne, VIC 3051

PHONE NUMBER 03 8306 6207 EMAIL groups.vic@yha.com.au

WEB ADDRESS yhagroups.com.au

INSURANCE Does the property have public liability cover? Yes No

Activity/program <i>Please list</i>	Recommended age group/fitness level/ prerequisite skills	Staff accreditation/ competence <i>for this activity/program</i>	Potential risks <i>List hazards/risks related to each activity/program and the property</i>	Control strategies <i>Outline strategies for ensuring visitor safety for this potential risk</i>
Accommodation	All Ages	Yes	Security	WHS Policies
Meals				24 hour reception
				Security Cameras

Equipment <i>List any equipment, including personal protective equipment, to be provided for use during the activities/programs</i>	
Sheets, pillows, doonas, blankets	
Bunk Beds	

Is all equipment at the property maintained in accordance with the WHA Regulation, appropriate standards and codes of practice? Yes No

Other requirements <i>Where relevant, list other requirements such as clothing, footwear and sun screen that participants are required to bring. Indicate if any items are provided by the property</i>	
Sunscreen is available	

Supervision/services <i>List services provided by property including briefings, guided tours, supervision of activities etc</i>	
24 hour reception	

ACCESS

- Are access to and egress from the premises safe and without risk to health? Yes No
- Is the property wheelchair accessible? Yes No
- Are disabled toilets available? Yes No

EMERGENCIES

- Are emergency procedures in place in the property? Yes No
- Are employees and others undertaking work (including volunteers) trained to deal with emergency situations? Yes No

CONSTRUCTION/MAINTENANCE/REPAIR

- Are licensed personnel used for all construction, maintenance and repair work? Yes No

FIRST AID

- Are first aid kits available for each activity? Yes No
- Is there a trained first aid officer at the property? Yes No
- Is a first aid room available? Yes No

CHILD-RELATED EMPLOYMENT

- Are employees and others undertaking work (including volunteers) of your organisation engaged in child-related employment as defined by the Commission for Children and Young People Act 1998? Yes No

Please note that the information provided above was current as at the date above. It has been provided by the property to assist employees in their management planning for excursions. If further information is required please directly contact the property.