

**BOOKING FORM – WASTE SUSTAINABILITY OFFICER  
Forest Road Waste Management Centre Tour - Tamworth**



**TAMWORTH**  
A Waste Wise Region

**Applicant (School/Organisation)** \_\_\_\_\_

**CONTACT DETAILS**

Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**PROPOSED TOUR REQUESTED**

Date & Day: \_\_\_\_\_ Time: \_\_\_\_\_

Yr / Stage \_\_\_\_\_ Number of Students \_\_\_\_\_  
(per class for any handouts I have)

Applicable Learning considerations to be aware of: \_\_\_\_\_

Proposed Transportation (Bus/own vehicle/other) \_\_\_\_\_

**PUBLIC LIABILITY INSURANCE POLICY NO:** \_\_\_\_\_  
(Please ATTACH a copy of Public Liability cover documents)

**Preferred specific topics to be covered:-** (ie recycling, organics, resource recovery, alternative waste technologies)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Due to Site Safety Issues a Tour of Challenge Recycling Facilities is not currently possible. HOWEVER there is the option of having a session either before or after the landfill tour at the school / organisation on what occurs at this site (involves a DVD) – Please indicate if you would like to undertake this option (if so, when prior to tour or after tour).**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Return to : Angela Dodson – Fax 6767 5499 or  
email a.dodson@tamworth.nsw.gov.au



**Forest Road Waste Management Centre Tour – Tamworth**  
**APPLICANT'S TEACHER/SUPERVISOR RESPONSIBILITIES**



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Name: \_\_\_\_\_

- ✓ The bus/transportation will meet the Tamworth Regional Council (TRC) Staff tour guide in the top of the Challenge Recycling area where there are no collection bins prior to entering the landfill site (near the second set of gates when you enter the site).
- ✓ The TRC Staff tour guide will provide a brief safety induction prior to the start of the tour and entering the landfill for the vehicle driver and passengers in the vehicle.
- ✓ Tour participants will remain on the bus during the tour for safety reasons and upon arrival at Landfill site Teachers/Organisers and all attendees must await instructions from Council staff before tour can proceed.
- ✓ All students are to remain seated when the bus/vehicle is in motion and to hold on to the hold points provided in the vehicle and if provided wear seatbelts.
- ✓ Council staff may guide the activity; however total supervision of students remains the sole responsibility of the Teachers and school/organisation.
- ✓ If minors (persons under the age of 18) are visiting a Council facility, it is the Schools/organisers' responsibility to ensure parental consent and other relevant insurance has been arranged.
- ✓ All participants should be aware that behavioral problems of participants may result in immediate cancellation of the Landfill tour and participants asked to leave the site.
- ✓ It is the responsibility of the visiting school/organisation to ensure that the visit is endorsed and covered by the schools/organisations public liability and other relevant insurance (copy to be provided to Council with return of the booking forms).
- ✓ Council recommends that the students/participants wear a hat and have adequate sunscreen protection as the sun may come through bus/vehicle windows. Additionally bring a drink of water due to the length of the tour.

**I have completed this application form and have read and understand the above responsibilities and the requirements of my participants.**

**APPLICANTS SIGNATURE** \_\_\_\_\_

**DATE** \_\_\_\_\_