



SCHOOLS RISK ASSESSMENT SUMMARY: *THE SHAPE OF US: RECENT ACQUISITIONS*

This summary document is provided to allow teachers to familiarise themselves with the content and learning themes explored in the Potter Museum of Art exhibition, *The shape of us: Recent acquisitions* and the venue setup of the gallery to inform their own excursion risk register and/or excursion risk assessment.

This summary document is based on a comprehensive risk assessment of the exhibition and venue but does not cover general risks (e.g. injury due to trips) and should be read in tandem with;

- information provided on our School Visit Information webpages, including the Child Safety Risk Assessment document for UoM Museums and Collections Venues

If you need any further information to complete your excursion risk assessment, including our full- and sub-risk assessments of the exhibition and venue, please contact us (school-bookings@unimelb.edu.au).

Cultural Safety Advice:

Cultural safety is fostered within environments that are spiritually, socially, emotionally, and physically safe, and that do not impose upon a person's identity or deny their needs. It is cultivated through acts of shared respect, meaning, knowledge, and the collective experience of learning together with these attributes and affordances in place (AITSL, 2022b; Williams, 1999).

Our cultural safety framework in the Museum and Collections Learning Team is informed by the Commission for Children and Young People (Victorian Government, 2023) Child Safety Standard 1 that states:

“Organisations establish a culturally safe environment in which the diverse and unique identities and experiences of Aboriginal children and young people are respected and valued”

(Commission for Children and Young People, 2023).

About: *The shape of us: recent acquisitions*

This exhibition brings together a selection of works that have entered the University of Melbourne Art Collection and the Indigenous Art and Culture Collection over the past five years. Together, these works reflect the University's collection development priorities including to address key historical gaps of works by women and First Nations artists and to expand our representation of media. The exhibition also highlights the role the University's art collections play in supporting teaching, learning and research across faculties and disciplines. The works in the exhibition have been acquired through donation and with support provided by the Margaret Cooper Bequest and the Russell and Mab Grimwade Miegnyah Fund.

The shape of us is the inaugural exhibition in the Potter Museum of Art's Project Gallery. Established as a responsive and collaborative space, the gallery showcases interdisciplinary research, art-led student projects, and outcomes from creative residencies and academic fellowships. Curated by Samantha Comte and Shanysa McConville



While Learning Experience tours of the Potter will not include this exhibition, school groups of self-guided visits will be able to view this exhibition. The risk assessment includes the following:

- Artworks that include content warnings
- General risk assessment issues to note.

	ARTIST(S) & ARTWORK TITLE	ARTWORK LABEL	RISK
	Level 1 North		
1.	<p>Creators unknown Turquoise-glazed shabti 712–332 BCE Faience</p> <p>Turquoise-glazed shabti 6th century BCE Faience</p> <p>Turquoise-glazed shabti 6th century BCE Faience</p> <p>The University of Melbourne Art Collection Gift of the Vizard Foundation, 2025</p>	<p>A highly looted and collected item in the 19th and 20th centuries, shabti are small, often hand-sized, ancient Egyptian figures. Produced for more than a thousand years, shabti were placed in burials to act on behalf of the dead in the afterlife. They would act as substitutes to perform labour and other duties, allowing the deceased to enjoy leisure in their eternal life.</p> <p>The earliest produced shabti were made of wood or wax, sometimes enclosed in miniature coffins. While some shabti feature no inscriptions, many contain the name of their owner or other scriptures to aid their activation and servitude. Over time, as Egyptian society engaged in international trade and advances were made in materials, shabti became more affordable, leading to a dramatic increase in their production from 1200 BCE. Many shabti—like these examples—were made of faience, a glass-like paste fired to produce a distinctive blue-green glaze.</p> <p>While some objects from ancient Egypt were exclusive to the elite or royalty, shabti have been found in burial sites and tombs of individuals from every social stratum. This demonstrates the prevalence of Egyptian belief in the afterlife and the importance of preparation to ensure this was an eternal, organised, and enjoyable experience.</p>	<p>This display of Egyptian funerary figures may upset students.</p>

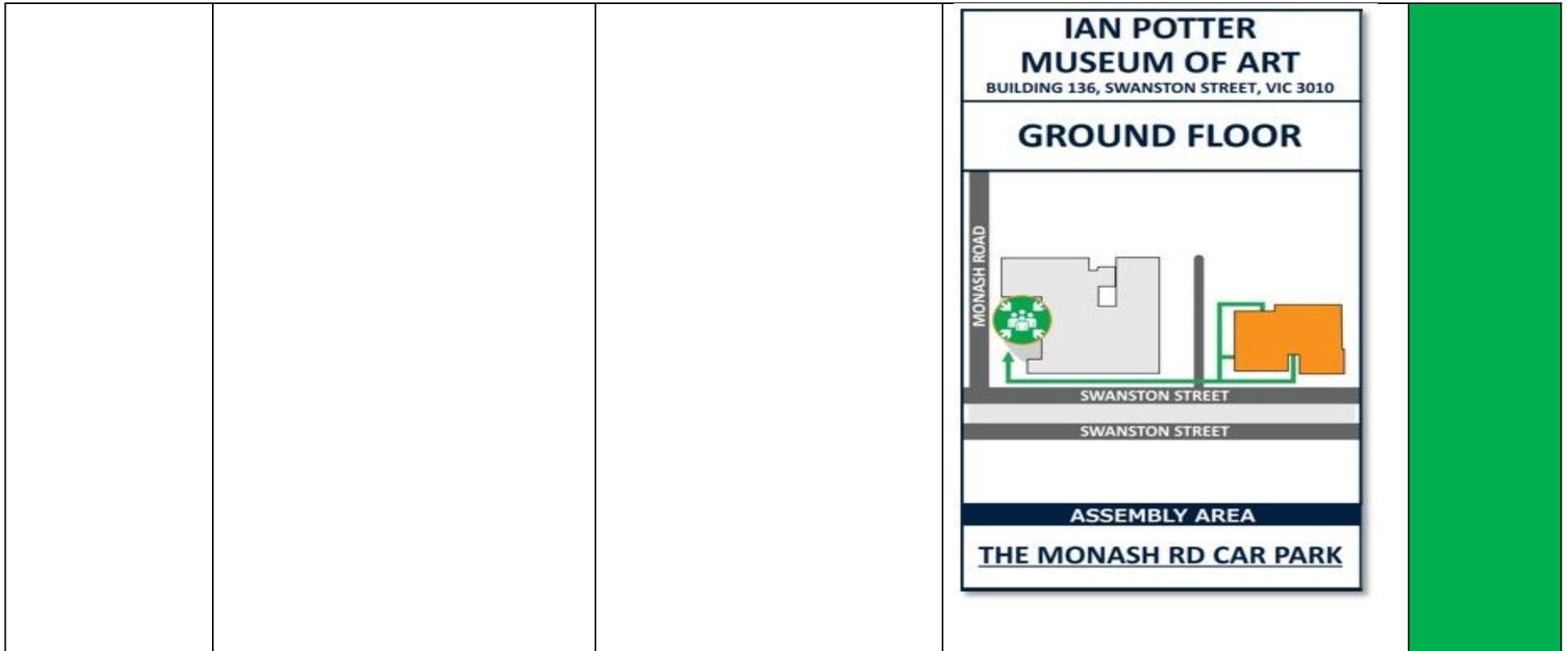
POTTER MUSEUM OF ART VENUE INFORMATION & SUMMARY RISK ASSESSMENT

This exhibition is held at Buxton Contemporary in Southbank. This is a public gallery and so, members of the public may be in the gallery at the same time as students. Please take this into account when determining the number of excursion staff for student supervision noting that at all times, the duty of care and responsibility for supervision of students travelling to, during and travelling back to school from the excursion rests with your accompanying school staff members.

LOCATION OR CONCERN	DESCRIPTION	RISKS	CONTROLS	RESIDUAL RISK RATING
Parking/Bus Drop off point	<p>The Potter Museum of Art is located at The University of Melbourne, Corner Swanston Street and Masson Road, Parkville.</p> <p>Bus Drop Off/Pick Up Points Drop off points for chartered buses is located at the Rideshare Drop off/Pick up zone located on Tin Alley in the University of Melbourne's Parkville Campus, entrance is on the corner of Tin Alley and Spencer Rd Parkville</p> <p>See bus zone parking map below.</p> <p>Public Transport Tram The closest tram stop is at Swanston Street and Grattan Street (Stop 1 – University of Melbourne), a short walk from the museum. The Swanston Street trams, including routes 1, 3/3a, 5, 6, 16, 64, 67, and 72.</p> <p>Train The nearest train stations are Melbourne Central and Flagstaff. From these stations, you can take a tram</p>	<ul style="list-style-type: none"> Drop off points at the Rideshare Drop off/Pick up zone for chartered buses are a short 5 min walk to venue requiring Museum & Collections staff to escort school groups. School groups should be monitored by teachers walking through the university campus. 	<ul style="list-style-type: none"> Teachers to ensure student/teacher ratios are available for the walk from drop off points to the venues. 	D1

	<p>along Swanston Street to reach the university.</p> <p>Bus Bus routes 402 (East Melbourne to Footscray) and 546 (Heidelberg to University of Melbourne) stop near the Museum.</p> <p>Parking Limited street parking is available around the University of Melbourne campus. For longer visits, Ace Parking (265 Faraday Street) and Eastern Precinct Parking (379 Cardigan Street) offer paid parking and are both within walking distance of the museum.</p>			
Accessibility in the venue		<ul style="list-style-type: none"> • Unable to see in low light • Unable to hear or lip read • Unable to read information and instructions. • Unable to read warnings • Bodily injury. • Anxiety. 	<ul style="list-style-type: none"> • Venue and exhibition are accessible and venue facilities and exhibition have been designed to ensure it is accessible friendly according to Human Rights & Equal Opportunity. • All structures are in contrast to the floors and walls to aid vision. • A social script of the venue will be available on the website end of June. • Staff will be able to provide assistance where needed. 	D1
Public Toilets	<p>All toilets are single-occupancy, gender neutral cubicles each fitted with hand-washing and drying facilities and have accessible facilities.</p> <p>Please note that these toilets are also utilised by the general public.</p>	<ul style="list-style-type: none"> • Teachers do not accompany students to toilets and students engage with general public unsupervised. 	<ul style="list-style-type: none"> • Teachers are aware they must supervise students accessing the toilets. • Regular toilet breaks can be scheduled to enable teachers to monitor toilet breaks providing students with correct supervision. 	D1
UoM COVIDSafe Requirements	<p>Please note, all school students are not required to verify their vaccination status to engage in these</p>	<ul style="list-style-type: none"> • Teachers with none, or only one vaccination cannot participate in the program at the University 	<ul style="list-style-type: none"> • The booking procedure will ensure Teachers are fully aware of the UoM Vaccination requirements for attending the excursion. 	D1

	<p>learning programs, but teachers will have to provide proof of vaccination. You can view a copy of the University's COVID-19 Vaccination Requirements Policy. More information and FAQs, which also lists valid forms of proof of vaccination.</p>	<p>of Melbourne and would have to return to school.</p> <ul style="list-style-type: none"> • If probable or confirmed case of COVID-19 attends the venue during school visit. 	<ul style="list-style-type: none"> • All visitors are asked to follow COVID-19 Safe rules and registration including full vaccination requirement for adults. • The University will notify the school in the event of a probable or confirmed case in order to conduct their own school contract tracing procedures. The School is required to notify the University if there is a confirmed case from the school visitor who is a probable or confirmed case to enable the University to conduct its own contract tracing procedures. 	
<p>Evacuation Plan</p>	<p>All areas of the Potter Museum of Art have evacuation procedure is outlined on the evacuation diagrams, that are posted throughout the building</p>	<p>School staff do not feel confident that they have the necessary information to respond in the case of emergency whilst at the venue.</p>	<p>Each introduction to a school excursion at Potter Museum of Art will involve Learning Team staff inducting school visitors on the emergency management procedures. Gallery supervisors and learning team are trained to respond in case of emergency. Teachers who book into a school excursion at Science Gallery Melbourne are notified with the emergency management meeting point in advance through this risk assessment for their own risk assessments and planning</p>	<p>D1</p>



Bus Drop Off / Pick Up

