Preparation for your visit: for teachers

Tips for a successful visit

1. **Book early**
   Program sessions can be booked out very quickly. We therefore recommend you make your reservation(s) as soon as possible to avoid disappointment. Some programs include a pre-visit lesson or lessons which you will need to include in your planning time.

2. **Dress**
   Please advise all students to wear closed shoes. If the program you have booked includes suiting up, please advise students to wear shorts, T-shirt and sneakers to increase their comfort.

3. **Communicate student information to VSSEC**
   To assist VSSEC in providing a personalised experience for students, and cater for special dietary and medical needs, please send all student information at least one week prior to your booking.

4. **Plan your travel and times carefully**
   VSSEC understands that circumstances beyond teachers’ control can delay a group’s arrival. However, the Centre is used intensively and it is not always possible to re-schedule or to extend activities beyond the booked times. Please allow extra travelling time for unforeseen difficulties and call ahead if you find you are going to be late.

5. **Cancellations**
   VSSEC will reschedule bookings when possible. However, should a program be cancelled, the $100 deposit will be retained to cover the pre-visit material. If communicated at least 24 hours prior to a program, invoices will be amended to reflect changes in student numbers. Student no-shows on the day of the visit will be charged the full amount.

6. **How to get to VSSEC**
   The Centre is located in the grounds of Strathmore Secondary College, in Melbourne’s inner north-west, 9kms from Melbourne’s CBD. It is accessible
   - by rail, a few minutes’ walk away from Strathmore Station on the Craigieburn line.
   - by bus: 501 Moonee Ponds to Niddrie (via Strathmore) 512 Strathmore to East Coburg (via Coburg and West Coburg)
   - by road
   Drivers travelling from the city may use either City link (an e-tag or day pass is required and can be purchased by calling 13 26 29 or accessing www.citylink.com.au) and leave the freeway at the Pascoe Vale Rd exit. Alternatively, the Centre can be reached from Pascoe Vale Rd. via Pascoe Ave (which becomes Woodland St).
   When driving from the airport to VSSEC, an e-tag is not required. From the airport, take the Bulla Rd exit off the Tullamarine Freeway (just after Essendon Airport). From Bulla Rd, turn left into Woodland St towards Strathmore Secondary College.
   Car parking is available opposite Strathmore Secondary College in Pascoe Ave. Parking is also available in surrounding streets, but restrictions need to be adhered to. Please note that there are no parking restrictions in either Hillside Parade or Progress St. For coach parking, a bus bay is available in Pascoe Ave for setting down and pick-ups only.
   Buses waiting during the day must use local facilities.