

Henry Parkes Equity Resource Centre

Information for users of meeting and conference facilities

The Henry Parkes Equity Resource Centre supports the development and implementation of equity programs in NSW government schools



Henry Parkes Equity Resource Centre

1 Mimika Avenue

Whalan NSW 2770

Centre hours

8:00 am to 5:00 pm M - W

9:00 am to 3:00 pm T - F

NOTE: The Centre is closed during the first week of the NSW public school holidays in Terms 1-3. Please see the library catalogue home page for December and January opening hours.

Enquiries and bookings

Centre phone: 02 8808 1177

Centre email:

equityresourcelibrary@det.nsw.edu.au

Library website:

henryparkes.softlinkhosting.com.au

Return resources by mail to:

Henry Parkes Equity Resource

Centre Reply Paid 85615

Mimika Ave Whalan NSW 2770

Visit our website for more information and to browse our catalogue:

<https://henryparkes.softlinkhosting.com.au>

About the Centre

The Centre includes:

- a resource library
- conference and meeting rooms
- kitchen
- administration area

The site is shared with Kimberwalli, Halinda School and community organisations.

Bookings

Bookings can be made by telephone (02) 8808 1177 during our opening hours.

The large conference room and small meeting room are available on a full day or half day basis:

- The conference room can accommodate up to 60 people without tables (theatre style) and 40 at round tables (cabaret style).
- The meeting room will accommodate up to 8 people.

Room layout

The conference and meeting room furniture is set up in cabaret style. A room layout plan is located at the front of each room. Convenors are responsible for returning furniture to the layout specified on the plan.

Centre presentations

A brief presentation that welcomes and informs groups about the library and resources may be requested when booking.

Parking

The car park is shared with other site users. When this car park is full, Centre visitors can park near the entrance area. Visitors are asked to park only in the marked parking bays to allow for delivery vehicle access.

Catering

The kitchen is equipped with microwave, dishwasher, refrigerator, hot and chilled water, crockery and cutlery. Contact us for recommended local caterers.

The organisation of food and the cleaning up is the responsibility of the convenor.

Sustainability

The Centre has a recycling policy and encourages visitors to use the recycling systems for waste. The use of non-biodegradable products such as polystyrene mugs is discouraged.

Sir Henry Parkes

Dixson Galleries State Library of NSW

Watercolour by: P. Spence 1887 Source: Mitchell Library, State Library of NSW

In 1880 Sir Henry Parkes passed the Public Instruction Act in the NSW Parliament which created a statewide system of public schools offering quality education. His vision for all students to sit 'side by side' and have equal access to education remains the foundation of NSW public schools.

Available technology

As well as standard conference equipment such as flip charts and white boards, the Centre has conferencing technology including Teams video screens, interactive white boards, and internet connection.

Discuss your technology requirements at the time of booking to ensure availability and compatibility.

Convenors should note that the Centre does not have technical support on site. Any problems with equipment should be reported immediately to Centre staff.

Accessibility

Accessible parking spaces are available next to the front entrance. The Centre is also equipped with an accessible bathroom.

For further information and needs please contact the Centre.

A ramp for accessible entry into the Centre is at the eastern end or back door of the building. Please discuss any needs at the time of making the booking.

Emergency Procedures

Convenors are responsible for ensuring that the procedures for emergency evacuation or lockdown are known by participants. The information is located in each room.

