TO TEACHERS...

Inside the Parliament of Victoria Activity Workbook has been created as a resource for students who are:

- visiting the Parliament of Victoria
- receiving a Parliamentary Information Talk (PIT) from Parliament of Victoria staff
- receiving a visit from a Member of Parliament.

It also stands alone as a classroom resource to help students understand how the Parliament of Victoria works.

The workbook is designed so that teachers can select, from two sections, those single-page activities which are relevant to student experience. Students gain knowledge of government in Victoria in the context of Australia’s three levels of government. Investigating how Parliament makes laws and the tasks of an MP, in the setting of Victoria’s Parliament House, will help students understand the processes of representative democracy.

PRE-VISIT

Introductory activities to help students understand the key ideas of how Parliament works.

POST-VISIT

Follow up activities designed to expand and reinforce knowledge already gained.

The following resources supplement this workbook:

The booklet Inside the Parliament of Victoria is a Civics and Citizenship information resource for teachers and senior students, covering Parliament in the context of the Victorian and Australian system of government.

The DVD Inside Parliament has been produced in two versions, one for primary students with curriculum links to VELS Levels 4 & 5, and one for secondary students with curriculum links to VELS Levels 5 & 6.

See page 20 for more information on relevance to VELS requirements. This workbook will be updated to reflect the Civics & Citizenship learning area of the Australian curriculum in 2014.

More information about the Parliament of Victoria is available from the website:

www.parliament.vic.gov.au
Here is a quiz about the Parliament of Victoria. See how many of these questions you can answer now. Then answer them again after the visit, to see if you have increased your knowledge about the Parliament. You could also get your family to do this quiz and see how much they know!

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>WHO IS THE PREMIER?</td>
<td></td>
</tr>
<tr>
<td>WHAT PARTY IS HE/SHE IN?</td>
<td></td>
</tr>
<tr>
<td>WHO IS THE LEADER OF THE OPPOSITION?</td>
<td></td>
</tr>
<tr>
<td>WHICH PARTY IS HE/SHE IN?</td>
<td></td>
</tr>
<tr>
<td>WHAT IS A MINISTER?</td>
<td></td>
</tr>
<tr>
<td>NAME THREE MINISTERS.</td>
<td></td>
</tr>
<tr>
<td>WHAT IS A SHADOW MINISTER?</td>
<td></td>
</tr>
<tr>
<td>NAME THREE SHADOW MINISTERS.</td>
<td></td>
</tr>
<tr>
<td>WHAT IS A BACKBENCHER?</td>
<td></td>
</tr>
<tr>
<td>WHAT DOES PARLIAMENT DO?</td>
<td></td>
</tr>
<tr>
<td>WHAT ARE THE TWO HOUSES OF PARLIAMENT CALLED?</td>
<td></td>
</tr>
<tr>
<td>WHO ARE YOUR STATE MEMBERS OF PARLIAMENT? (YOU HAVE 6)</td>
<td></td>
</tr>
<tr>
<td>WHAT IS YOUR ELECTORAL DISTRICT?</td>
<td></td>
</tr>
<tr>
<td>WHAT IS YOUR ELECTORAL REGION?</td>
<td></td>
</tr>
<tr>
<td>WHAT ARE TWO IMPORTANT JOBS YOUR MPS DO?</td>
<td></td>
</tr>
</tbody>
</table>
ACTIVITY TWO
What is Parliament?

Imagine these situations in your school. Read each, and decide how you feel about it. You can make some notes or write your answers in the empty box alongside each situation. Then cut out and paste the best description from the text boxes over the page.

1. Your teacher wants to know where you would like to go for a day’s outing – on a picnic, to a film, to a skating rink, to a video game arcade, or to a shopping centre.

She tells you that to decide she will ask one student, and whatever answer he/she gives is where you will all go.

Is this a good way of making a decision? Discuss it, and explain your reasons.

Write your reasons here:

Paste the best description from page 4 HERE

2. The school principal wants to know if students would rather have uniforms or free dress.

You have a Student Council and it will get to make this decision for the whole school. Each class has a representative on this Council. Your class representative makes a decision on this issue without talking to anyone else in the class.

Is this a good way of making a decision? Discuss it, and explain your reasons.

Write your reasons here:

Paste the best description from page 4 HERE

3. The school is invited to be part of a special quiz program on TV. The prize money that is won will be used to improve the school’s facilities.

Only one student can compete on the show. Every student from the youngest to the oldest is eligible. One name is randomly drawn out of a hat.

Is this a good way of making a decision? Discuss it, and explain your reasons.

Write your reasons here:

Paste the best description from page 4 HERE
These three situations all tell us something about democracy and our government. This is how decisions are made which lead to laws for the State of Victoria.

Our parliamentary system aims to avoid the problems in these three situations.

In this situation the problem is that the class, the people, did not get a say. One person made the decision for them.

In this situation the problem is that you have a representative, but that representative did not do his or her job, which was to find out what you wanted and then go with the majority opinion.

In this situation the problem is that not everybody could have done the job of representing the school equally well. In a quiz show you need the person with the best general knowledge. The school had less chance of being successful because it did not necessarily have the best possible representative.

So Parliament is all about people voting to select a person to represent them, and to make the best decisions and laws for them.
ACTIVITY THREE
Queen’s Hall and The Vestibule

The room called the Vestibule is just inside the front door of Parliament House.

Queen’s Hall is the very large room further inside.

There is a large statue in Queen’s Hall. Who is it?

Look at the motto in the Vestibule. Complete the missing words here (a synonym for some of the missing words is included in brackets to help you):

“WHERE NO__ __ __ __ __ __ [ADVICE] IS, THE PEOPLE __ __ __ __ __ BUT IN THE __ __ __ __ __ __ __ [MANY] OF COUNSELLORS THERE IS __ __ __ __ __ __.”

What do you think this motto means? Tick one of these:

☐ ADVISORS NEED TO BE CAREFUL ABOUT WHAT THEY TELL PEOPLE TO DO

☐ IF THERE ARE TOO MANY ADVISORS PEOPLE WILL BE CONFUSED AND WILL NOT BE ABLE TO DECIDE

☐ WHEN THERE ARE A NUMBER OF PEOPLE GIVING ADVICE THEN BETTER DECISIONS WILL BE MADE
MEMBERS OF PARLIAMENT HAVE TWO MAIN JOBS:
1. They represent their constituents (the people who live in an area called the electorate); and
2. They make laws for the benefit of the whole state.

THERE ARE TWO MAIN WAYS THEY DO THIS
1. They sit in Parliament, debate laws and ask questions; and
2. They help people in the community from their electorates.

THERE ARE TWO HOUSES OF PARLIAMENT:
• The Upper House, or Legislative Council; and
• The Lower House, or Legislative Assembly.

There are Members of Parliament who represent you in both of these places.

FIND YOUR MPs!
Visit www.parliament.vic.gov.au
Under ‘Find a Member of Parliament’, type in your postcode
Click ‘GO’
Complete the details in the boxes

My Member of the Legislative Assembly for the Electoral District of __________________________ is:

NAME: ______________________________

He/she is a member of the
☐ Australian Labor Party
☐ Liberal Party of Australia
☐ The Nationals
☐ an Independent

He/she is in the
☐ Government
☐ Opposition
☐ Minister
☐ Shadow Minister
☐ Backbencher
☐ Presiding Officer

My Members of the Legislative Council for the Electoral Region of __________________________ are:

NAME: ______________________________

He/she is a member of the
☐ Australian Labor Party
☐ Liberal Party of Australia
☐ The Nationals
☐ The Greens
☐ an Independent

He/she is in the
☐ Government
☐ Opposition
☐ Minister
☐ Shadow Minister
☐ Backbencher
☐ Presiding Officer
ACTIVITY FOUR

Meet Your MPs

NAME: ____________________________

He/she is a member of the
☐ Australian Labor Party
☐ Liberal Party of Australia
☐ The Nationals
☐ The Greens
or is
☐ an Independent

He/she is in the
☐ Government
☐ Opposition
and is a
☐ Minister
☐ Shadow Minister
☐ Backbencher
☐ Presiding Officer

NAME: ____________________________

He/she is a member of the
☐ Australian Labor Party
☐ Liberal Party of Australia
☐ The Nationals
☐ The Greens
or is
☐ an Independent

He/she is in the
☐ Government
☐ Opposition
and is a
☐ Minister
☐ Shadow Minister
☐ Backbencher
☐ Presiding Officer

NAME: ____________________________

He/she is a member of the
☐ Australian Labor Party
☐ Liberal Party of Australia
☐ The Nationals
☐ The Greens
or is
☐ an Independent

He/she is in the
☐ Government
☐ Opposition
and is a
☐ Minister
☐ Shadow Minister
☐ Backbencher
☐ Presiding Officer

NAME: ____________________________

He/she is a member of the
☐ Australian Labor Party
☐ Liberal Party of Australia
☐ The Nationals
☐ The Greens
or is
☐ an Independent

He/she is in the
☐ Government
☐ Opposition
and is a
☐ Minister
☐ Shadow Minister
☐ Backbencher
☐ Presiding Officer
Do you recognise your local Members? Have you seen any of them before? If so, where? (For example, it might be at your school, or on TV, or in your local area.)

__________________________________________

__________________________________________

__________________________________________

__________________________________________

__________________________________________
Electorates

Here (on pages 9-11) are maps of the State Electoral Districts. Voters elect one Member of Parliament to the Legislative Assembly for each District. Find the District where your school is located and colour it GREEN.

**Metropolitan Districts**

Look on pages 10 and 11 for detailed rural/regional and peninsula maps.

Why have we asked you to use this colour?
Regional/Rural Districts
ACTIVITY FIVE

Electorates

You can find out more about electorates and voting at www.vec.vic.gov.au

You can get posters of these maps from the Parliament of Victoria - ask your teacher!
Here is a map of the State metropolitan Electoral Regions. Voters elect five Members of Parliament to the Legislative Council for each Region. Find the Region where your school is located and colour it RED.

Why have we asked you to use this colour?

The rest of Victoria is on the next page.
ACTIVITY FIVE

Regional/Rural Regions

Northern Victoria

Eastern Victoria

Western Victoria

See inset Map
Look at this list of some of the things that a typical Member of Parliament does during the week. Decide if each job is to be done in Parliament (P), or the electorate (E). Two examples have been done to help you.

- E Address the annual general meeting of the hospital board
- ___ Ask a question of the Premier during Question Time in Parliament
- ___ Attend local festivals
- ___ Attend the electorate office to help constituents
- ___ Go to a local branch meeting of a political party
- ___ Help out at a citizenship ceremony
- ___ Make a speech supporting a bill that has been introduced by the Minister
- ___ Open a new library at the local secondary school
- P ___ Present a petition from local constituents asking for improvement in rural bus services
- ___ Sit on a Parliamentary Committee
- ___ Take part in a meeting of all parliamentary party members about the bills that will be introduced into Parliament this session
- ___ Talk to local groups
- ___ Visit the local primary school and talk to students

From the information in Question 1, decide if this person....

...is a Minister, a Shadow Minister or a backbencher

...is a member of a party or an independent

...represents a city or country area

Many Members of Parliament are members of committees. These are regular meetings of a set group of MPs from all parties to look at particular issues.

Why do you think Parliament might have these special committees?

Would you like to be a Member of Parliament? Why?
There are three levels of government in Australia:

**COMMONWEALTH** or **FEDERAL** - for laws that apply to all Australia

**STATE** - for laws that apply only to a State or Territory

**LOCAL** - for laws that apply only to a local area

Below are some examples of the areas of law made by each of the three levels of government.

**DECIDE WHICH AREA IS THE RESPONSIBILITY OF EACH LEVEL, AND WRITE THE CORRECT HEADING (LOCAL GOVERNMENT POWERS, STATE GOVERNMENT POWERS, OR FEDERAL GOVERNMENT POWERS) UNDER EACH.**

**ACTIVITY SEVEN**

**Three Levels of Government**

There are three levels of government in Australia:

**COMMONWEALTH** or **FEDERAL** - for laws that apply to all Australia

**STATE** - for laws that apply only to a State or Territory

**LOCAL** - for laws that apply only to a local area

Below are some examples of the areas of law made by each of the three levels of government.

**DECIDE WHICH AREA IS THE RESPONSIBILITY OF EACH LEVEL, AND WRITE THE CORRECT HEADING (LOCAL GOVERNMENT POWERS, STATE GOVERNMENT POWERS, OR FEDERAL GOVERNMENT POWERS) UNDER EACH.**
One of the main reasons for having a Parliament is to pass laws. These are called Acts of Parliament. For a law to be made, it has to go through both Houses of Parliament and be debated. You may have seen this happening or had it described to you. Here are the special steps that are needed for a law to be passed – in drawings and in words.

1. **IDEA**
   - New homes should have water tanks

2. **BILL**
   - Proposed by a member of Parliament

3. **FIRST READING**
   - Discussion in Parliament

4. **SECOND READING**
   - Further discussion and amendments

5. **THIRD READING**
   - Final approval

6. **APPROVED**
   - Passed by both Houses

7. **BILL**
   - In the hands of the Governor

8. **RAINWATER TANK ACT**
   - Signed by the Governor

9. **TUESDAY 17TH MARCH**
   - Law comes into effect
The idea has to be written in a special form, called a bill. If passed, the bill becomes a law.

People have ideas about what the law should do. For example, it might be a law about speed limits, control of dogs, health, education, water conservation or transport.

When it is first presented to one of the Houses of Parliament, the bill goes through the First Reading, which means that the title of the bill is announced. (This dates back to when many MPs couldn’t read, and the Clerk would read out the details of the bill).

Then all MPs get a copy of the bill and can debate it. This is called the Second Reading.

The final stage is the Third Reading, where the bill is voted on. If it passes, it goes to the other House.

In the other House the same three readings take place.

The Act now becomes a law from a set date.

The bill has to be passed by a majority of the Members in each House. When both Houses have agreed to it, it goes to the Governor.

When the Governor, as a representative of the Queen, signs it, it becomes an Act (law).

You have made your own poster!
Go back to the quiz at the start of this workbook. Look at your answers. Which ones will you change?

What are your answers now to these key questions?

1. WHAT IS PARLIAMENT?

2. WHAT DOES THE PARLIAMENT OF VICTORIA DO?

3. WHO IS INVOLVED IN IT?

4. HOW DO PEOPLE GET TO BE MEMBERS OF PARLIAMENT?

5. HOW IS PARLIAMENT PART OF OUR DEMOCRACY?
See if you can find all these parliamentary words and abbreviations in this word grid.
The words are written frontwards, backwards and up and down, but there are no diagonals.

<table>
<thead>
<tr>
<th>ACT</th>
<th>ASSEMBLY</th>
<th>BILL</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASSEMBLY</td>
<td>BLACK ROD</td>
<td></td>
</tr>
<tr>
<td>BLACK ROD</td>
<td>CLERKS</td>
<td></td>
</tr>
<tr>
<td>COMMITTEE</td>
<td>COUNCIL</td>
<td></td>
</tr>
<tr>
<td>COUNCIL</td>
<td>DEBATE</td>
<td></td>
</tr>
<tr>
<td>DEBATE</td>
<td>DEMOCRACY</td>
<td></td>
</tr>
<tr>
<td>DEMOCRACY</td>
<td>FEDERAL</td>
<td></td>
</tr>
<tr>
<td>FEDERAL</td>
<td>GOVERNMENT</td>
<td></td>
</tr>
<tr>
<td>GOVERNMENT</td>
<td>GOVERNOR</td>
<td></td>
</tr>
<tr>
<td>GOVERNOR</td>
<td>LAW</td>
<td></td>
</tr>
<tr>
<td>LAW</td>
<td>LEADER</td>
<td></td>
</tr>
<tr>
<td>LEADER</td>
<td>LEGISLATIVE</td>
<td></td>
</tr>
<tr>
<td>LEGISLATIVE</td>
<td>LOCAL</td>
<td></td>
</tr>
<tr>
<td>LOCAL</td>
<td>MACE</td>
<td></td>
</tr>
<tr>
<td>MACE</td>
<td>MINISTER</td>
<td></td>
</tr>
<tr>
<td>MINISTER</td>
<td>MLC</td>
<td></td>
</tr>
<tr>
<td>MLC</td>
<td>MP</td>
<td></td>
</tr>
<tr>
<td>MP</td>
<td>OPPOSITION</td>
<td></td>
</tr>
<tr>
<td>OPPOSITION</td>
<td>PARTY</td>
<td></td>
</tr>
<tr>
<td>PARTY</td>
<td>PARLIAMENT</td>
<td></td>
</tr>
<tr>
<td>PARLIAMENT</td>
<td>PREMIER</td>
<td></td>
</tr>
<tr>
<td>PREMIER</td>
<td>PRESIDENT</td>
<td></td>
</tr>
<tr>
<td>PRESIDENT</td>
<td>SERJEANT-AT-ARMS</td>
<td></td>
</tr>
<tr>
<td>SERJEANT-AT-ARMS</td>
<td>SPEAKER</td>
<td></td>
</tr>
<tr>
<td>SPEAKER</td>
<td>STATE</td>
<td></td>
</tr>
<tr>
<td>STATE</td>
<td>USHER</td>
<td></td>
</tr>
<tr>
<td>USHER</td>
<td>VOTE</td>
<td></td>
</tr>
<tr>
<td>VOTE</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
A practical understanding of the Victorian Parliament is a significant student learning experience for aspects of the Civics and Citizenship Domain of the Physical, Personal and Social Learning Strand, at Levels 4, 5 and 6 of the Victorian Essential Learning Standards (VELS).

**LEVEL 4**

At Level 4, students learn about the three levels of government in Australia and investigate examples of the functions and services of these governments such as currency, defence, education, health, parks and libraries. They examine other features of Australian democracy; for example, the role of government in representing the people, the key tasks of a Member of Parliament or local government councillor, how parliament makes laws and the importance of voting.

**LEVEL 5**

Students study the origins of democracy and various other types of government in an historical context.

They learn about how past societies such as Ancient Greece and Rome have influenced modern democracies.

They learn how Australian democracy developed from an autocracy to a modern democracy and the British foundations of Australian democracy.

Students learn about key features of Australian democracy - the two Houses of the Australian Parliament and the ways that citizens are represented in the Senate and House of Representatives.

They compare the roles of federal and state parliaments and the separate responsibilities of the three levels of government.

They learn about the purpose of laws and consider examples of the process of making and changing them.

At Level 5, students explain the origins and features of representative government. They explain key features of Australian Government including the responsibilities of the levels of government, the Houses of Parliament, political parties and the ways that citizens are represented.

**LEVEL 6**

As students work towards the achievement of Level 6 standards in Civics and Citizenship, they explore the development of Australia’s democracy from Federation.

At Level 6, the learning focus is on the federal system of government; historical and contemporary issues such as the inclusion of a bill of rights in the Australian constitution; and the division of federal and state powers.

Students compare Australia’s democracy with other democracies.

They explore key elements of modern democracy, such as the origins, purposes, objectives and constituencies of political parties, and the characteristics and operation of the electoral system.

They consider the ways that these allow citizens to participate in governance and how well these elements support democratic principles and values.

At Level 6, students describe the origins and nature of Australia’s federal political system, and how well democratic values are reflected in aspects of the Australian political system.

**NOTE**

At Levels 5 & 6 VELS makes reference to the Federal Parliament. However, Victoria’s Parliament reflects the same Westminster traditions and conventions, and essentially the same processes as the Australian Parliament.

**RESOURCES**

*Inside the Parliament of Victoria* is designed as a reference guide to Parliament and the Victorian system of government for teachers and senior students in relevant courses.

The DVDs *Inside Parliament* primary schools version VELS Levels 4 & 5, and the secondary schools version VELS Levels 5 & 6 show students how the Victorian Parliament works and how they can get involved and have their say.

A complete list of Parliament’s print and audio visual resources is on the Education Zone of the Parliament website.

**TOURS OF PARLIAMENT HOUSE**

Teachers wishing to book their students on a tour of Parliament House or a Parliamentary Information Talk should contact the tour booking office on 9651 8568.

Students can access a virtual tour via the Parliament website.

www.parliament.vic.gov.au