



CAMPS & EXCURSIONS POLICY

Rationale:

The camps and excursions program enables students to further their learning and social skills development in a non-school setting. Camps and excursions may have a cultural, environmental or outdoor emphasis and are an important aspect of the educational programs offered at our school.

Aims:

- To provide all children with the opportunity to participate in a sequential camping and excursion program.
- To provide shared class experiences and a sense of group cohesiveness.
- To reinforce and extend classroom programs.
- To provide a program that delivers skills and knowledge that may lead to a lifelong involvement in worthwhile leisure pursuits.
- To provide a program that promotes self-esteem, independence, cooperation, tolerance, organisation, persistence, confidence and getting along.

Implementation:

- Camps and excursions are perceived as an integral part of our educational program, and as such, are strongly linked to ongoing curriculum.
- The program will be developed sequentially throughout the school.
- At least one major excursion will be organised each year and local excursions as required.
- Parents will be notified of the exact costs and other relevant details of camps as soon as practicable.
- Each child will pay an annual excursion levy that will in turn cover most or all of the expenses related to whole class excursions and incursions.
- Office staff will be responsible for managing and monitoring the payments made by parents and will provide classroom teachers with detailed records on regular basis.
- Every student will be required to pay a deposit to book a place on the camp.
- Parents experiencing financial difficulty, who wish for their children to attend, will be required to discuss their individual situation with the Principal on a case-by-case basis.
- All families will be given sufficient time to make payment for individual camps.
- All monies must be paid before camp or excursion date unless arrangements have been organised with the Principal.

- Children who have displayed sensible, reliable behaviour at school will be invited to participate in the camping program. Behaviour contracts may be used leading up to and during camp.
- All camps require School Council approval. This approval is sought at a scheduled meeting at least three weeks prior to the departure date.
- Parents may be invited to assist in the delivery of camps and excursions. When deciding on which parents will attend, the Teacher in Charge will take into account any valuable skills the parents have to offer, the need to provide both female and male supervision, the special needs of the particular children and the ability of the parents to fully supervise. Parents attending camps are required to undergo a Working with Children Check.
- Parents attending camps and excursions are encouraged to take photographs, but do not have permission to publish photographs of other students on face book, social media websites etc.
- The designated Teacher in Charge of excursions and camp activities will ensure that: -
 1. Transport complies with DEECD guidelines.
 2. The “Notification of School Activity” form for camp is completed and forwarded to DEECD.
 3. Copies of completed Permission Forms and Medical Information Forms are carried by staff at all times.
 4. Parents attending camps and excursions are aware of the sections in this policy relating to “Working with Children Checks” and publishing photographs.
- Camps structure of the camping program will be as follows: -

Prep, One Two	Special Activity Day & Sleepover
Grade 3 & 4	Yr. 1 Ballarat – Sovereign Hill Yr. 2 Anglesea
Grade 5 & 6	Yr. 1 Melbourne Yr. 2 Lake Nillahcootie Camp (North Eastern Vic.)

Evaluation:

Camps and excursions will be reviewed continuously based on costs and as part of the school’s three-year review cycle.