



## CAMPING POLICY

### **Rationale:**

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

### **Aims:**

- To provide all children with the opportunity to participate in a sequential camping program.
- To provide shared class experiences and a sense of group cohesiveness.
- To reinforce and extend classroom learnings.
- 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, resourcefulness, independence, leadership, judgement, cooperation and tolerance.

### **Implementation:**

- A camp is defined as any activity involving at least one night's accommodation.
- The program will be developed sequentially throughout the College.
- The College Council will ensure that all College camps are maintained at a reasonable and affordable cost, and comply with all DECCD requirements.
- The December edition of the College newsletter will provide parents/guardians with approximate dates and costs associated with the following year's camps.
- All camps will be budgeted for at the beginning of the year with detailed estimate costing presented to the Principal. Parents/guardians will be notified of the exact costs and other relevant details of individual camps as soon as practicable.
- Students will not be excluded from camps simply for financial reasons. Parents/guardians experiencing financial difficulty, who wish for their children to attend camp, will be required to discuss their individual situation with the Principal. Decisions relating to alternative payment arrangements will be made by the Principal on a case-by-case basis.
- All families will be given sufficient time to make payments for individual camps. Parents/guardians will be sent reminder notices a fortnight before the camp departure date reminding them of the need to finalise payment. Students whose payments have not been finalised at least two school days before the departure date will not be allowed to attend unless alternative payment arrangements have been organised with the Principal.
- Office staff will be responsible for managing and monitoring the payments made by parents/guardians and will provide classroom teachers with detailed records on a regular basis.
- Camp organiser will budget to cover the cost of replacing teachers (CRT) who are involved in camps.
- The designated "Teacher-In-Charge" of each camp will ensure that all camps, bus arrangements and camp activities comply with Department of Education and Early Childhood Development guidelines. The "Notification of School Activity" form will be completed and forwarded to the Department of Education and Early Childhood Development three weeks prior to the camp departure date. All students will be required to provide written permission from their parents/guardians to attend the camp, as well as a completed "Confidential Medical Information for School Council Approved Excursions" form.
- Classroom teachers will be given the first option to attend camps.
- The College will provide a mobile phone for all camps.
- Parents/guardians selected to assist with the camps program will be required to undertake a Working with Children check.

- Only students who have displayed sensible, reliable behaviour at College will be invited to participate in the camping program. Parents/guardians will be notified if a child is in danger of losing their invitation to participate in a camping experience due to poor behaviour at College. If the unsatisfactory behaviour continues, the child will then be excluded from camp. The decision to exclude a student will be made by the Principal or principal class officer, in consultation with the staff.
- Parents/guardians will be requested to collect their child from camp if their child exhibits behaviour that is considered unacceptable. The Teacher-In-Charge, in consultation with the principal class officer, will make this decision. Costs incurred will be the responsibility of the parent/guardian.
- All camps require College Council approval. This approval is sought at a scheduled meeting at least one semester prior to the departure date. Information presented to the College Council will include:-
  1. The educational aims and objectives of the camp
  2. The name of teacher in-charge
  3. Travel arrangements and costs
  4. Venue details and an itinerary of events
  5. Procedures followed to ensure the safety of the students
  6. School Council will be informed of the names of any parent/guardian attend
- The above information will be provided to the Principal at least a week before the College Council meeting date.

**Evaluation:**

The effectiveness of this policy will be reviewed as part of the College's four year review cycle.