

CAMPING

POLICY

Rationale:

- The school'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 academic 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 camping programs.
- 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 School Council will ensure that all school camps are maintained at a reasonable and affordable cost.
- Comply with all Department of Education Early Childhood Development (DEECD) requirements.
- All camps will be budgeted for with detailed and accurate costing presented to the Principal. Budget to include the cost of replacing teachers (CRT) who are involved in camps. Parents 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 experiencing financial difficulty, who wish for their children to attend camp, are invited 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.
- Families will be given sufficient time to make payments for individual camps. Children whose payments have not been finalised at least two school days before the departure date may 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 and will provide classroom teachers with detailed records on a regular basis.
- The designated "Teacher in Charge" of each camp will ensure that all camps, bus arrangements and camp activities comply with Department of Education Early Childhood Development guidelines.
- Only Camping Association of Victoria accredited camp sites will be used.
- The online DEECD 'Notification of School Activity' information will be completed at least three weeks prior to the camp as required at:

www.eduweb.vic.gov.au/forms/school/sal/enteractivity.asp

- All students will be required to provide written permission from their parents 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 school will continue to provide the opportunity for teachers to update their first aid skills and will provide a Level 2 First Aid Teacher on each camp.
- The teacher in charge will be accessible by mobile phone.
- A senior staff member will be in attendance at school whilst the children are returning from camp. The Teacher in Charge will communicate with this person in regards to the anticipated time of arrival.
- Parents will be invited to assist in the delivery of school camps. When deciding which parents will attend, the camps committee will take into account –
 - Any valuable skills the parents have to offer. e.g. bus licence, first aid etc
 - The need to include both male and female parents.
 - The special needs of particular students.
- Parents selected to assist with the camps program will be required to undertake a Working With Children check.
- Parent volunteers may be required to pay the accommodation and meals cost of the camp.
- Only children who have displayed sensible, reliable behaviour at school will be invited to participate in the camping program. Parents will be notified if a child is in danger of losing their invitation to participate in a camping experience due to poor behaviour at school. 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, in consultation with the classroom teacher.
- Parents 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, will make this decision. Costs incurred will be the responsibility of the parent.
- All camps require School Council approval. This approval is sought at a scheduled meeting at least three weeks prior to the departure date. Information presented to the School Council will include: -
 1. The educational aims and objectives of the camp.
 2. The names of all adults attending and their expertise and experience.
 3. Travel arrangements and costs.
 4. Venue details and an itinerary of events.
- The above information will be provided to the Principal at least a week before the School Council meeting date.

Evaluation:

- This policy will be annually at the conclusion of the school’s camps program, and as part of the school’s three-year review cycle.

This policy was last ratified by School Council in....

May 2011