

CAMPS 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 emphasis and are an important aspect of the educational programs offered at our school.

Toolangi Primary School is committed to safety and wellbeing of all children and young people. This will be the primary focus of our care and decision-making.

Toolangi Primary School has zero tolerance for child abuse.

Toolangi Primary School is committed to providing a child safe environment where children and young people are safe and feel safe, and their voices are heard about decisions that affect their lives. Particular attention will be paid to the cultural safety of Aboriginal children and children from culturally and/or linguistically diverse backgrounds, as well as the safety of children with a disability.

Every person involved in Toolangi Primary School has a responsibility to understand the important and specific role he/she plays individually and collectively to ensure that the wellbeing and safety of all children and young people is at the forefront of all they do and every decision they make.

AIMS

- 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, and comply with all DE&T requirements.
- 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, 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 will be sent reminder notices a fortnight before the camp departure date reminding them of the need to finalise payment.
- 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.
- School Council will set aside a budget each year that will 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 the Department of Education and Training guidelines.
- The online DE&T ‘Notification of School Activity’ proforma will be completed 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.
- 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 school will provide a mobile phone for all camps.
- 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 return time.
- Parents selected to assist with camps program will be required to undertake a policy records check. The school will pay for the associated costs.
- Parent volunteers may be required to pay the accommodation and meals cost of the camp.
- Only children who have displayed sensible, reliable behavior 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 behavior at school. If the unsatisfactory behavior 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 behavior 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 education aims and objectives of the camp.
 2. The names of all adults attending.
 3. Travel arrangements and costs.

4. Venue details and an itinerary of events.
5. Procedures followed to ensure the safety of the children
6. Confirm that it is an accredited camp.

NOTE:

In the planning and implementation of a camp or excursion consideration must be given to the risk of bushfires impacting upon the location of the activity. Venue emergency management policies will be viewed prior to the activity.

This policy will be revised during the life of the School strategic Plan; 2013 - 2017