CAMP POLICY

1. Rationale:
1.1 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, historical, environmental or outdoor emphasis and are an important aspect of the educational programs offered at our school.

2. Aims:
2.1 To provide all children with the opportunity to participate in a sequential camping program.
2.2 To provide shared class experiences and a sense of group cohesiveness.
2.3 To reinforce and extend curriculum knowledge.
2.4 To provide a program that delivers skills and knowledge that may lead to a lifelong involvement in worthwhile leisure pursuits.
2.5 To provide a program that promotes self-esteem, resourcefulness, independence, leadership, judgement, cooperation and tolerance.

3. Implementation:
3.1 A camp is defined as any activity involving at least one night’s accommodation.
3.2 The program will be developed sequentially throughout the school.
3.3 The School Council will ensure that all school camps are maintained at a reasonable and affordable cost.
3.4 The Parent Information sessions in February will provide parents with approximate dates and costs associated with the year’s camps.
3.5 All camps will be budgeted for at the beginning of the year with detailed and accurate costing presented to the Principal. Parents will be notified of the exact costs and other relevant details of individual camps as soon as practicable.
3.6 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. The Principal on a case-by-case basis will make decisions relating to alternative payment arrangements.
3.7 All families will be given sufficient time to make payments for individual camps. A payment schedule will go out to all families. Reminders of payment dates will be sent via Tiqbiz. Students whose payments have not been finalised at least a week before the departure date will not be allowed to attend unless alternative payment arrangements have been organised with the Principal.
3.8 Any family who has not met the required payment for a previous camp will be unable to participate in the camping program until this payment is finalised.
3.9 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.
3.10 Children should not be involved in discussion about payments.
3.11 The cost of replacing teachers who attend the camps with Casual Relief teachers will be included in the budget for each camp.
3.12 The ratio will be 1:10 and will comply with all DEECD requirements.
3.13 The designated “Teacher in Charge” of each camp will ensure that all camps, bus arrangements and camp activities comply with DEECD requirements. The “Notification of School Activity” form will be completed on-line to the DEECD at least three weeks prior to the camp departure date. 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.
3.14 The students’ classroom teachers will be given the first option to attend camps.
3.15 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.
3.16 The school will provide a mobile phone for all camps.
3.17 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.
3.18 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 obtain a working with children’s check.
3.19 The school may be required to pay for parent volunteers accommodation and meals cost of the camp.
3.20 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.
3.21 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.
3.22 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: -
   - The educational aims and objectives of the camp.
   - The names of all adults attending and their expertise and experience.
   - Travel arrangements and costs.
   - Venue details and an itinerary of events.
   - Procedures followed to ensure the safety of the children.
   - Details on the number of students excluded from camp.
   - Alternative program for students not attending camp.
3.23 All students must be collected by their parent or guardian at the conclusion of the camp unless the Principal has been notified and other arrangements have been put in place.

3.24 Dismissal from school remains at 3.30pm, unless prior approval has been given by School Council. If this does occur, the parent taking the student home must sign an early release form.

3.25 Unless approved by school council, all students will reside at the campsite for the duration of the camp.

3.26 The camping program will be as follows:

   Supporting the camp program:
   Level 1       Fathers’ Day Breakfast
   Level 2-Year 1 Sausage Sizzle dinner

   The camping program:
   Level 2-Year 2 Sleepover
   Level 3       Two night camp
   Level 4       Four night camp

   Optional Camp:
   Year 4 to 6   Ski Camp

4. Evaluation:
4.1 This policy will be reviewed annually at the conclusion of the school’s camps program, and as part of the school’s three-year review cycle. Ratified 26th May 2014.