



# SALISBURY DOWNS PRIMARY SCHOOL

## Camps and excursions policy

### 1. PREAMBLE

Camps and excursions are a valuable part of a student's educational programme. These experiences are an invaluable opportunity for children to develop new skills, friendships and interests outside the traditional classroom environment.

### 2. RATIONALE

At Salisbury Downs Primary School we believe camps and excursions provide great opportunities for student's to further develop their learning and social skills beyond the classroom. They challenge students to transfers skills and knowledge from school to unfamiliar environments and offer hands-on and real life experiences that address relevant aspects of the Australian Curriculum.

#### Camps and Excursions aim for students:

- To develop an understanding that learning is not limited to school, and that valuable and powerful learning takes place in the real world.
- To become more aware of the environment, develop outdoor skills and appreciation for nature.
- To foster independence by taking care of themselves and doing things on their own.
- To strengthen established friendships and to develop new friendships by connecting with children they don't necessarily associate with at school.
- To further develop problems solving skills
- Interact with teachers on a more personal level than is achieved at school.

### 3. RESPONSIBILITY

#### **Adult-to-student ratio**

- 1:10 for Preschool to Year 2
- 1:15 for years 3-12
- 1:10 is required for marked or unmarked trails in difficult terrain, tent camping and bushwalking
- 1:5 is required in remote areas (Rock-climbing, abseiling etc.)
- 1:20 for formals, graduations and dinners

See DECD "CampsandExcursionsGuide.pdf" for more information regarding specific outings. e.g. water activities

Minimum of two leaders **required**.

Mixed gender student groups **must** have mixed gender leadership for overnight camps

#### **Leadership:**

- supervise the organisation of a camp or excursion
- ensure that the programme is balanced and suitable for the age group and disabilities
- ensure suitable arrangements are made for the safety of students and adults involved in the camp/excursion
- ensure that DECD guidelines are met
- provide circumstantial opportunities for payment assistance is required

**Teachers:**

- provide opportunities for a wide range of educationally valuable outdoor experiences through camps or excursions
- ensure that the program is forwarded to the Principal for approval and the camps and excursion flowchart is followed.
- notify parents of the intent, purpose, venue, date and requirements of all excursions or camps to be held as soon as is practicable with as much advance warning as possible.
- ensure that all camp/excursion fees are received no less than 10 days prior to the event.
- ensure Education Department regulations and guidelines are followed
- ensure that when using private cars each child wears an approved seatbelt and the vehicle has Third Party insurance cover and the "Transport of students by private vehicle" form is completed and signed.
- ensure that all medical information and medication is collected and available
- ensure first aid knowledge and provisions are available
- complete an evaluation of the camp/excursion
- ensure that the chosen campsite meets acceptable safety standards
- provide an alternative program for students not attending camps/excursions
- complete a risk assessment for the camp/excursion to identify and evaluate hazards and to develop and implement risk control strategies.

**Students:**

- consistently demonstrate school values leading up to and on a camp/excursion in order to ensure participation (risk assessment)
- participate in class planning for the camp/excursion
- follow the direction of teachers and all adults
- act responsibly to care for other's property and rights
- be responsible for one's own belongings

**Parents / Caregivers:**

- support the school's programmes by encouraging their child's participation in camps/excursions
- notify the school if cost of camp/excursion prohibits participation of their child
- assist on camps/excursions if able
- provide full medical information and any required medication