

Kennington Outdoor Education Policy

Primary School



Rationale:

The school's Outdoor Education Program includes the camping program. It enables students to further their learning and social skills development. Outdoor Education activities may have a cultural, environmental or outdoor 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 a camping program
- To provide shared 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
- To provide varied and/or new experiences and opportunities for students to share in.

Implementation:

- A camp is defined as any activity involving at least one night's accommodation.
- Prep, Grade One & Grade Two students will be involved in activities building towards readiness for a camp beginning in Grade Three.
- The Outdoor education program is a sequential annual program commencing in Grade prep.

Grade Prep: Lunch at school and/or an Activities Evening at School

Grade 1: Activities Evening at School

Grade 2: Activities Evening at a suitable venue e.g. The Science and Discovery Centre, Bendigo and/or a one-night sleepover at the school

Grade 3: 1 or 2 Night camp at a suitable venue e.g. Billabong Camp, Echuca

Grade 4: 2 Night camp at a suitable venue e.g. Weekaway, Benloch

Grade 5: 2 Night Camp at a suitable venue e.g. Sovereign Hill, Ballarat

Grade 6: 2-3 Night Camp in Melbourne

- The implementation of the camping policy is dependant on the availability of appropriate personnel and will be managed by the Principal.
- Classroom teachers will be given the first option to attend their year level camp.
- School Council will ensure that all school camps comply with all DET requirements.
- School Council will ensure that all camps are cost effective to encourage inclusivity.
- School Council will ensure that all camps are within a reasonable distance of Kennington Primary School.

- All camps will be budgeted for at the beginning of the year with detailed and accurate costing presented to the Principal.
- Parents/carers will be notified of the exact costs and other relevant details of individual camps as soon as practicable.
- All camps will include a non-refundable deposit. The deposit will be twenty-five percent of the total cost of the camp.
- The Camps, Sports and Excursions Fund (CSEF) commenced in 2015 for four years and provides payments for eligible students to attend camps, sports and excursions. Eligible families will be encouraged to apply for the C.S.E.F. Families holding a valid means-tested concession card or temporary foster parents are eligible to apply. \$125.00 per year is paid for eligible primary school students.
- Parents/carers 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. Children whose payments have not been finalised at least one week 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/carers and will provide classroom teachers with detailed records.
- The designated Teacher in Charge of each camp will ensure that all camps, travel arrangements and camp activities comply with DET guidelines and that all required paperwork is completed and submitted by the appropriate due dates.
- All students will be required to provide written permission from their parents/carers to attend the camp, as well as completed 'Confidential Medical Information' forms and any other relevant paperwork.
- The school will provide a Level 2 First Aid Teacher and/or parent/carer on each camp.
- A teacher will be in charge of organising and distributing medication in accordance with the medical information provided by parents.
- The school will provide a mobile phone for all camps.
- A 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 the anticipated return time.
- Parents/carers may be invited to assist in the supervision of school camps. When deciding which parents/carers will attend, the Teacher in Charge in consultation with the Principal, will take into account:
 - Any valuable skills the parents have to offer. e.g. bus licence, first aid etc
 - The need for a gender balance of supervising adults.
 - The special needs of particular students.
- Parents/carers selected to assist with the camps program may be required to undertake a Working with Children Check.
- It is expected that all students behave in a manner that reflects the school values at all times. If a student's behaviour does not reflect the school values prior to camp, the principal (or representative) will meet with the student and their parents/carers prior to camp on as many occasions as is appropriate to determine an appropriate course of action. Parents/carers will be required to collect their child from camp if their child's behaviour 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/carer. No monies will be refunded.

- 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 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 the camp.
 - Alternative program for students not attending camp.
 - The roles and responsibilities of each staff member attending the camp.

- The above information will be provided to the Principal at least a week before the School Council meeting date.

Evaluation:

- This policy will be reviewed as part of the school's four-year review cycle.

References:

- Planning and Approvals.–
<http://www.education.vic.gov.au/school/principals/health/Pages/outdoorplanapprove.aspx>
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This policy was last ratified by School Council in May 2017.