

CAMPING

POLICY

Rationale:

- The school's camping program enables students to further their learning and social skills development in a non-school setting. Camps complement, and are an important aspect of the educational programs offered at our school.

Aims:

- To reinforce, enrich and extend learning opportunities beyond the classroom.
- To develop an understanding that learning is not limited to school, and that valuable and powerful learning takes place in the real world.
- To support the development of our values of *respect, caring, honesty, tolerance, trust, learning, a fair go for all and personal achievement*.
- To support the development of the You Can Do It capabilities of confidence, persistence, organisation, resilience and getting along.

Implementation:

- The PPPS Camp process and supporting documentation must be used.
- Each camp will be coordinated by a designated 'Teacher in Charge'.
- In line with the process, it is essential that one of the Assistant Principals has seen all documentation before it is copied and/or distributed.
- Camps are to be advertised well in advance (preferably noted in the term 1 overview list of important dates). Camps, excursions and special events to be spread as evenly throughout the year as possible to help families budget.
- School camps are an outdoor education activity and as such, are subject to specific planning and approval guidelines
- If parents/carers nominate, EMA money held in the school account can be used towards the cost of camps, but only if other school charges have been paid.
- Parents experiencing financial difficulty, who wish for their children to attend a camp will be required to discuss their individual situation with either Assistant Principal or Business Manager. Decisions relating to alternative payment arrangements will be made by either Assistant Principal or Business Manager on a case-by-case basis, however any payment plan must be paid prior to participation.
- The office is to be notified of all staff mobile phone numbers as part of the Camp booklet.
- A senior staff member will be in attendance at school whilst the children are returning from any camp.
- The Teacher in Charge will communicate with this person with regards the anticipated return time.
- Parents of students involved in camps may be invited to assist in the delivery of the camp. When deciding on which parents will attend, the Teacher in Charge will follow the process as detailed in the Process folder of the Staff Manual and complete all related forms as detailed in the Supporting Documents folder of the Staff Manual.
- Only children who have displayed behaviour in line with our values will be invited to participate in school camps. Parents will be notified if a child might lose their invitation to participate in a camp due to inappropriate/unacceptable behaviour at school. The decision to exclude a student will be made by the Principal class, in consultation with the classroom teacher, welfare officer and the Teacher in Charge.
- All camps require School Council approval. Venues to be approved in the year prior to attendance.
- Further information is to be detailed at a scheduled meeting and 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.
 5. Procedures followed to ensure the safety of the children.

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

STAFFING FOR CAMPING PROGRAM

One adult to ten students (legal requirement) at no charge to the adults.

Minimum of 50% of the adults to be qualified teachers to fulfil ratio, however extra volunteers can be taken.

Parent volunteers are a wonderful asset on camps and we need the very best volunteers for the safety and care for all children attending. Attendance by parents is not a right; it is by invitation, to fulfil legal rights and to help make our school vision a reality.

All adults to have police check, school to pay for parent volunteers.

Minimum of one senior teacher (Leading Teacher, Assistant Principal, Principal) to attend each camp.

Priority for selection of helpers

- Aim for gender balance.
- As School Council approves school camps and is legally responsible, priority is given to one non DEECD school councillor.
- As part of pre-service training, priority given to trainee teachers to attend.
- Priority to trained nurse or doctor
- Priority to parents who are known to the school
- Priority to parents who will take on a “de facto” staff role, where it is judged there will be no possible conflict of interest between de facto staff role with focus on all children and parent role with focus on own child.
- Where there are more volunteers than places, after all criteria have been looked at, names will be drawn out of a hat.

As there are increasing numbers of children at school who have serious medical conditions, e.g. liver transplant, juvenile diabetes, etc. whose care involves administering needles, monitoring blood levels, etc, some parents will need to attend camp with their child. The parent is deemed as being out of the adult ratio and would be required to pay their own way, if necessary. The school will negotiate to get transport and accommodation at a reduced rate.

Considerations

In making staffing decisions the following factors need to be considered:

- School staff members are well briefed and approved to administer medicines etc. as prescribed by parents.
- At least one staff member is to be level 2 First Aid trained.
- All staff have CPR, Anaphylaxis and Asthma training.
- We have some parents who have volunteered who we believe because of previous contact would make better de facto staff members than others.

Evaluation:

- This policy will be reviewed in line with best practice and DEECD guidelines.

School camp confidentiality agreement (to be signed by all volunteers prior to attendance at camp)

In line with my volunteer training undertaken at Plenty Parklands I understand and agree to follow the school *values* while on camp.

To support the aim of developing student independence and to ensure *a fair go for all*, I understand that this includes adhering to our practice of not sending photos to family members while I am on camp.

I also agree that I will not take phone calls from, or phone, text, or send photos to other Plenty Parklands families while on camp.

I agree to wait until after the camp before posting photos of my child on any form of social media. I understand that I do not have permission from the school or other families to post photos of other children.

Name

Signed

Date