CAMPING POLICY

Rationale:
The school’s camping program enables students to further their learning and social skills development. Camps 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

Implementation:
• A camp is defined as any activity involving at least one night’s accommodation.
• Prep, Grade One and Grade Two students will be involved in activities building towards readiness for a camp beginning in Grade Three.
• Camps will be offered annually at each year level from Grade 3 to Grade 6.
• 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 DEECD requirements.
• School Council will ensure that all camps are cost effective.
• School Council will ensure that all camps are within a reasonable distance of Kennington Primary School. The preferred distance is within one hour’s travel time.
• 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.
- 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.
- Any family who has not met the required alternative payment for a previous camp will be unable to participate in the camping program until the outstanding payment is finalised.
- 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 DEECD 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.
- 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 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. The school will pay for any associated costs.
- Only children who have demonstrated the School Values: Respect, Caring Community and Personal Best will be permitted to participate in the camping program.
  - Parents/carers will be notified if a child is in danger of losing their opportunity to participate in a camping experience due to unsatisfactory behaviour at school.
  - If the unsatisfactory behaviour continues, the child will then be excluded from attending camp.
  - The decision to exclude a student will be made by the Principal, after consultation with the classroom teacher, parent/carer and student.
Parents/carers will be requested 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:
  o The educational aims and objectives of the camp.
  o The names of all adults attending and their expertise and experience.
  o Travel arrangements and costs.
  o Venue details and an itinerary of events.
  o Procedures followed to ensure the safety of the children.
  o Details on the number of students excluded from the camp.
  o Alternative program for students not attending camp.

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

School Council requires that a report be tabled detailing feedback regarding the camp/activity.

**Evaluation:**
- This policy will be reviewed as part of the school’s four-year review cycle.

**References:**
- Sample School Policies. SeaHall Pty. Ltd.

This policy was last ratified by School Council 2008