



---

## 5.2 CAMP POLICY

JANUARY 2007

---

### ***Rationale***

The school's camp program allows students to enhance their learning and social skills development in a non-school setting. Camps have a cultural, environmental and curriculum-based emphasis and are a valuable aspect of the educational programs offered at our school.

### **Aims**

- To provide all children with the opportunity to participate in a camp program
- To provide shared class experiences and a sense of group cohesiveness
- To reinforce and extend subject teachings
- To provide a program that promoted self-esteem, independence, leadership, judgement and cooperation

### **Implementation**

- A camp is defined in any activity that involves at least one night's accommodation.
- The program will be developed from Year 5 to 10.
- Parents are notified of the exact costs and other relevant details of camps as soon as practicable.
- Year level co-ordinators are responsible for the costing of school camps, which is then approved by the Head of Primary and/or the Head of Secondary.
- Year Level co-ordinators are responsible to see that all relevant policies and procedures have been met in planning for the camp, e.g. First Aid, Asthma, Student Management, etc..
- All families are given sufficient time to make payments for camps. Payments are made in instalments and must be finalised at least two weeks before the departure date.
- Year level co-ordinators are responsible for organising the camp program.
- All students are strongly encouraged to attend the camps. However, external circumstances may prevent students from attending camps. In such cases, students must be provided with meaningful programs related to college curriculum.
- All students are required to provide written permission from their parents/guardians to attend the camp, as well as a completed *Confidential Medical Information* form. This form includes information regarding contact details, medical history and dietary requirements.
- Teachers attending the camp are provided with a first aid kit, and at least one should have Level 2 First Aid training. (The school provides the opportunity for teachers to update their first aid skills.)

- The school provides a mobile phone for all camps.
- Only students, who display responsible behaviour at school, will be permitted to attend the camp. Parents will be notified if a student is not permitted to attend the camp due to poor behaviour at school. The decision to exclude a student is made by the Heads of Primary and/or the Head of Secondary.
- All camps require the approval of either the Head of Primary or the Head of Secondary

Information presented will include:

1. The educational aims and objectives of the camp.
2. The names of all adults attending.
3. Travel arrangements and costs.
4. Venue details and an itinerary of events.
5. Procedures followed to ensure the safety of the children.
6. Details on the number of students attending the camp.
7. Alternative program for students not attending camp.
8. Emergency contact numbers

---

Document No:	5.2
Drafted by	TN
Date of Acceptance	
Review Date:	
Minor Review Date:	July 2007

---