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 sequential camping program.
- To provide shared class experiences and a sense of group cohesiveness.
- To reinforce and extend classroom learning.
- 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, resilience, resourcefulness, independence, leadership, judgement, cooperation and tolerance.

Implementation:

- A camp is defined as any activity involving at least one night’s accommodation.
- The program will be developed sequentially throughout the school.
- The Principal, with School Council support, will ensure that all school camps are maintained at a reasonable and affordable cost, and comply with all Department of Education and Early Childhood Development (DEECD) requirements.
- Parents will be notified of the exact costs and other relevant details of individual camps as soon as practicable, and where possible at information nights.
- Parents are required to notify the staff in writing regarding special dietary and medical requirements when returning consent forms. Consideration will be given to students with special dietary and medical requirements.
- Parents 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. Where children would otherwise not be able to attend the camp, the Principal may decide to partially or completely cover the cost of the camp.
- All families will be given sufficient time to make payments for individual camps (preferred 8 weeks warning of costs). Parents will be sent reminder notices a fortnight before the camp departure date reminding them of the need to finalise payment. It is expected that in most circumstances, complete payment will be made prior to attending the camp.
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- Office staff will provide classroom teachers with detailed records on a regular basis (as requested) and class teachers will be responsible for collecting and monitoring the payments made by parents. Where parents pay for excursions or incursions at the school office, this information will be passed on to the class teacher.
- Adult to student ratios will be 1:10, the adults attending camps may include, teachers, integration aides, parents and volunteers.
- The designated “Teacher in Charge” of each camp will ensure that all camps, bus arrangements and camp activities comply with Department of Education and Early Childhood Development (DEECD). The “Notification of School Activity” form will be completed and forwarded to the Department of Education and Training three weeks prior to the camp departure date. All students will be required to provide written permission from their parents to attend the camp, as well as a completed “Confidential Medical Information for School Council Approved Excursions” form.
- Classroom teachers will be given the first option to attend camps.
- The school will continue to provide the opportunity for staff to update their first aid skills and will where possible, provide a Level 2 First Aid staff member on each camp.
- A mobile phone will be taken on 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 to the anticipated return time.
- Parents will be encouraged to assist in the delivery of school camps.
- Parents attending camps will be required to have a current and up to date working with children check, as per DEECD guidelines. The school will pay for the associated costs.
- Only children who have displayed sensible, reliable behaviour at school will be invited to participate in the camping program. Parents will be notified if a child is in danger of losing their invitation to participate in a camping experience due to poor behaviour at school. If the unsatisfactory behaviour continues, the child will then be excluded from camp. The decision to exclude a student will be made by the Principal, in consultation with the classroom teacher, and the student’s family.
- Parents will be requested to collect their child from camp if their child exhibits behaviour that 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 and there will be no refunds.
- All camps require that all relevant information is presented and approved by the School Council.
- Only Camping Association of Victoria accredited camp sites will be used.

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