

School Camp Policy

As a school community we support children having the opportunity to attend school camps.

The aim of school camps is to:

- Enrich the curriculum through practical experiences.
- Foster relationships (student-student, teacher-student)
- Provide opportunities for social skills development
- Support students in gaining responsibility, leadership and independent living skills
- Provide a range of experiences in a variety of different geographical areas.

Camps will be introduced gradually as children progress from Reception to Year 7.

Camp location and duration will be negotiated and decided with staff and parents according to:

- educational outcomes
- teacher expertise
- cost effectiveness, with the aim of every child being able to attend
- time constraints

As camps are not compulsory in schools, the running of camps is at the staff member and the principal's discretion and will be dependent on:

- Principal approval and support.
- Availability of suitable camp venues, buses and available activities.
- Adequate parent attendance, who have current police checks.
- The dynamics of a particular year level or group of children as to whether a camp would be suitable and safe.

Staff Responsibilities

- Ensure that the camp is educationally relevant, and follow DECD guidelines for camps when planning.
- Conduct a complete risk assessment of the overall camp and the activities that the children will be involved in.
- Complete all relevant paperwork in the Camp Procedures Pack / USB, before and after attending the camp.
- Distribute, collect back and check appropriate consent forms/medical forms, taking appropriate action with children's medical needs, and medications.
- Run a safe, educational and enjoyable camp providing Duty of care at all times.
- Support parents and students in fundraising ventures for the camp.
- Will administer basic first aid when required and seek medical attention for more serious cases.
- Contact parents via phone if their child is unwell or injured, and maintain contact regularly if necessary.

Parent Responsibilities

- Prompt return of all camp related forms relating to camp, with particular attention and detail to be paid to the medical forms.
- Ensure that deposits and fees are paid within the given time frames, or communicate with the teachers if this is not possible.
- Undergo a police check and appropriate medical and emergency contact forms if attending the camp.
- Provide and label all necessary and required equipment/ clothing for the camp.
- Follow the correct grievance procedures if there is a concern, with contact with the teacher being the first point of call. (as per flow chart)
- To collect their child from camp if he/she exhibits unacceptable or unsafe behaviour, or comes down with an illness. The teacher in charge or the principal will make this decision.
- Follow the schools grievance procedure if a situation or problem arises on the camp.
- Help organise, support fundraising ventures to subsidise camp fees.

Student Responsibilities

- Be actively involved in the learning activities during the camp where possible.
- Demonstrate a safe, caring and positive attitude towards themselves and others on the camp.
- Demonstrate responsibility for their own behaviour prior and during camps.
- Approach a teacher in the first instance if there is a problem.
- Attend school (unless there is a closure) if not attending the camp.
- Represent Robe Primary School in the best way possible, adhering to our school values of Respect, Courage and Integrity.
- Participate in fundraising efforts to support the camps.

Guidelines for Adult supervisors on camp:

The ratio of Adult supervisors to students will be:

Reception to 1 : 1 adult : 10 students (minimum)

Years 2 to 7 : 1 adult : 15 students (minimum)

Ratios need to be checked on DECD camps and excursions Policy due to varying ratios for different sporting events e.g. Aquatics camps etc.

- The bus driver is not counted as one of the supervising adults.
- Parents attending camp will not necessarily have their own child placed in their group for travelling, activities or sleeping.
- Adults, including teachers may not bring or consume alcohol at any time.
- Adults who wish to smoke may only do so off site and well away from view of students.

When selecting parents to attend camps and excursions, preference will be given to parents whose child has specific medical conditions or needs, have not attended a camp before, or have been specifically asked to attend camp.

Guidelines for camps in alternating years:

Taking into account the cost of camps, and the financial impact on families we aim to provide 'major' and 'minor' camps each year.

Even Years: Major camp

R/1	– no overnight camp
2/3	– 2 nights
4/5	– 3 to 4 nights
6/7	– 4 to 5 nights

Odd years: Minor Camps

R/1	– no overnight camp unless whole school camp is held
2/3	– 1 night
4/5	– up to 2 nights
6/7	– up to 3 nights

This is a guide only and the cost of the camp will also be considered as to the duration of the camp.

A whole school camp may be held in the odd year which will count as the minor camp for each year level.