



CURRICULAR CAMPS AND EXCURSIONS POLICY

All Trinity College Colac policies will be read and developed with reference to the Core Values, Vision and Mission of the College as well as any other relevant College policies.

RATIONALE

The Trinity College Colac *'Curricular Camps and Excursion Program'* should enable students to enhance their learning and social skills development in a non-school setting. Camps and Excursions should complement and be an important aspect of the educational programs offered at our school. They may have a cultural, environmental or outdoor emphasis.

SCRIPTURAL CONTEXT

'I have come that you may have life and live it to the full.'
(John 10:10)

POLICY STATEMENT

Trinity College Colac provides camps and excursions which have a learning focus as part of the curricular offering. All students should have the opportunity to participate in relevant curricular camps and excursions.

DEFINITIONS

A **camp** is defined as any activity involving at least one night's accommodation.

An **excursion** is defined as any activity beyond the school grounds.

Extra curricular camps and excursions are those that are not subject/curriculum specific and are addressed in the 'Extra curricular Excursions/Trips Policy'.

POLICY GUIDELINES	GUIDELINE INDICATORS
<p><i>The Camping and Excursion program at Trinity College Colac will:</i></p> <p>Provide all students with the opportunity to participate in a camping and excursion program.</p> <p>Provide shared class experiences and a sense of group cohesiveness.</p> <p>Reinforce and extend classroom learning.</p> <p>Provide a program that delivers skills and knowledge that contribute to a lifelong involvement in worthwhile leisure pursuits and with a subject/curriculum focus.</p> <p>Provide a program that promotes self-worth, resourcefulness, respect, responsibility, independence, leadership, cooperation and tolerance within students.</p>	<p>The Camps and Excursion program will be developed sequentially throughout the school.</p> <p>The Principal, Staff and School Board will ensure that all curricular camps and/or excursions are maintained at a reasonable and affordable cost and comply with all Catholic Education Office, Ballarat (CEOB) requirements.</p> <p>All camps and excursions will be listed on the Student Activity Locator (SAL).</p> <p>All curricular camps and excursions will be budgeted for by the College with detailed and accurate costing presented to the Principal or nominee.</p> <p>Other than those activities listed in the dot point below, parents/guardians would not be required to meet individual costs of a curricular camp or excursion as these costs are covered in the school global fee. (It is noted that costs are incurred for extracurricular camps and excursions.)</p>

<p>Reinforce, complement and extend students' learning opportunities beyond the classroom.</p> <p>Develop an understanding within students that learning is not limited to the classroom and that valuable and powerful learning takes place in other areas.</p> <p>Excursions and camps will take account of relevant environmental factors at the time of the excursion.</p>	<p>Parents/Guardians will be required to cover the costs of food, public transport and accommodation for nominated activities. These include: Yr 9 Beechy Trail (food), Yr 9 Melbourne Experience (Food, public transport, accommodation), Yr 10 Camp (food). Any additional costs would require Principal approval.</p> <p>Parents/Guardians will be informed of relevant details of individual camps/excursions as soon as practicable.</p> <p>Students will be required to meet their own personal expenses.</p> <p>The Principal and School Board will set aside in the budget each year the cost of replacing teachers (Casual Relief Teachers) who are involved in curricular camps or excursions or replacing school teachers who are needed on curricular camps.</p> <p>Students will not be excluded from curricular camps or excursions for financial reasons.</p> <p>The designated "Teacher in Charge" of each camp or excursion will ensure that all camps, venues, bus arrangements and camp activities comply with CEOB and the Department of Education and Early Childhood Development guidelines.</p> <p>The College, when appropriate, will ensure that a supervisor that attends each curricular camp/excursion will have a Level 2 First Aid qualification and (when necessary) the appropriate lifesaving qualifications.</p> <p>The College will ensure that communication between those on excursion/camp and the school is maintained on a regular basis.</p> <p>Parents/Guardians may be invited to assist in the delivery of curricular camps and/or excursions and will be required to have a 'Working with Children Check'.</p> <p>The College will take advice from the CEOB in relation to excursions being undertaken, as well as other relevant authorities.</p> <p>The College (staff member in charge of excursion/camp) will complete and submit an Off Site Activity Form (inclusive of a risk management plan) for approval to proceed with a curricular camp or excursion.</p>
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REFLECTIVE MATERIAL

CEO Camps and Excursion information

DEECD Camps and Excursion information

Working With Children Act 2006 [http://www.cecv.catholic.edu.au/Industrial-Relations/Leave/Working-with-Children-Act-2005-\(Vic\)](http://www.cecv.catholic.edu.au/Industrial-Relations/Leave/Working-with-Children-Act-2005-(Vic))

Child Safe Standards (Ministerial Order 870) <http://www.cecv.catholic.edu.au/Industrial-Relations/Leave/Child-Safe-Standards>

APPENDIX

Off site Activity Form inclusive of Risk Management Plan

Ratified	9 th October 2018
Board Chairperson	Anne Ditty
Date of next review	September 2021