



ST JOSEPH'S SCHOOL AND PRESCHOOL
HINDMARSH

POLICY DOCUMENT

CAMPS AND EXCURSIONS

INTRODUCTION

RATIONALE

Excursions, Sport and Outdoor Education are integral parts of the holistic learning experiences at St Joseph's School. They provide extraordinary experiences for students and enrich the school program and life experiences of students. Excursions, Sport and Outdoor Education Activities require a set of procedures, which maintain the health, safety and welfare of staff, students and volunteers. To this end, this policy reflects the requirements of SACCS Duty of Care Policy, SACCS Child Protection Policy, The Excursions, Camps, Adventure, Physical and Sporting Activities: Procedures for Catholic Schools and Preschools 2005

AIMS

This policy aims to provide a framework for the safe participation of all students in various physical, cultural and sporting activities within the school and, most particularly, beyond St Joseph's School in the wider community and the natural environment.

St. Joseph's School Excursions, Sport and Outdoor Education activities reflect:

- An intentional relationship to the learning and teaching program
- Safe practices for the health, safety and welfare of all students
- The duty of care owed to the students and staff and an awareness of the legal and WH&S responsibilities reflected in the appropriate planning and implementation of the activity
- Open communication with families by providing adequate information to parents to make informed decisions concerning their child's participation in any Excursion, Sporting or Outdoor Education activity.

UNDERLYING PRINCIPLES

Out of classroom learning experiences allow students to develop their experiences in a wide variety of settings to encourage social interaction and co-operative learning in less structured learning environments.

Student/teacher relationships are facilitated through enhanced opportunities for social interaction.

Students are given the opportunity to express themselves independently and gain confidence and resilience through recreational activities, and also learn to relate to their caregivers in alternate circumstances.

All students have the right, and are expected, to participate in out of classroom activities organised by the school.

Consideration will be given to parents' financial restrictions, cultural influences and attitudes.

Parents should be informed of the objectives of the activity and be supplied with information on all aspects of the experiences being offered.

The safety and well-being of the student must be the paramount consideration in every situation.

GUIDE TO RESPONSIBILITIES

Responsibilities of School Board

- To ensure that all out of classroom activities comply with the requirements of the CEO Policy and relevant WH&S legislation.
- To represent parents in the provision of a workable, relevant series of activities for the students of St Joseph's School.

Responsibilities of School leader

The Principal at St Joseph's School is committed to:

- ensuring that the school meets the practical requirements of the policy and that all steps are taken to ensure that activities offered are in line with all aspects of duty and reasonable care.
- ensuring that appropriate planning and preparation have addressed issues such as provision of appropriate information, permission, communication, transport, equipment, location, emergency procedures, and risk assessments.
- ensuring those taking part as supervisors are aware of their responsibilities and expectations and that offerings are appropriate to the students and within the capabilities of staff attending.

Responsibilities of School Personnel

The staff at St Joseph's School is committed to:

- ensuring that the activity is properly prepared for and that students are suitably aware of the expectations on them in participating
- being aware of the extra demands on them as supervisors of activities away from the immediate school environment and that the more casual atmosphere of care beyond normal school hours should not result in a lowering of standards or supervision
- supporting practices and processes as per this policy.

Responsibilities of Parents

The parents of St Joseph's School are asked to:

- be familiar with and support the practices and procedures of this policy
- inform the school of any potential issues affecting child safety (eg special diet, medication)
- ensure that they have all relevant information about the activity and that adequate steps have been taken to care for their child before giving their consent.

Excursions, Incursions and Visiting Artists

These should

- Complement the educational offerings of the particular classes and are the responsibility of the supervising classroom teacher(s)
- Stay within the confines of the Excursions budget

Specialist teachers should check with class teachers for activities that will use excursion money and/or classroom time when booking.

Teachers concerned are responsible for arranging swaps in NIT, yard duty etc. They are also responsible for addressing all parts of the "procedures" as outline above.

MIDDLE YEARS

Reflection/Leadership Days:

These days:

- complement the religious and leadership formation of the Middle Years students
- are the responsibility of the supervising classroom teacher(s) in consultation with the APRIM
- involve the Parish Priest/s where possible and appropriate.

Camps

- Complement the educational offerings of the particular class/es
 - Are the responsibility of the supervising classroom teacher(s)
 - Are normally costed outside of the normal Excursions part of the class budget
 - Teacher(s) are responsible for addressing all parts of the “procedures” as outlined above – with special considerations to supervision as the activities are overnight
- Students in Years 6/7 participate in a camp experience.

These procedures supplement and are to be read in conjunction with the following South Australian Commission for Catholic Schools Policies, Procedures and Guidelines:

- Pastoral Care Policy (2008)
- Protective Practices for School Staff in their Interactions with Students (2005)
- Duty of Care Policy (2004)
- Care, Wellbeing and Protection of Young People Policy (2009)
- Students with Special Needs (Under Review)

Procedures for Dealing with Child Abuse (2003)

- First Aid and Health Management Guidelines
- First Aid in early Childhood Centers and Schools
- Health Support Planning in Schools, Pre-schools and Childcare Centers
- Personal Care.



Richard Ellerman
Chairperson

Dated: July 2018



Maria D'Aloia
Principal

Dated: July 2018