SUPPORTING TEACHING AND LEARNING

CAMPING POLICY

GENERAL STATEMENT
Students’ cognitive, physical, emotional and social development can be enriched through camping experiences. The term “camps” in the context of this policy includes all activities out of school hours including sleepovers and excursions. It is therefore our aim to provide the students of Concord School with a range of camping experiences through a planned camping program.

RATIONALE
The camping program is an integral part of the school program. Camps provide a focus for many of the curriculum areas of the school. Camps provide students with the opportunity to experience, and put into practice, independence and skills which have been taught as part of the general and specialist programs.

BROAD GUIDELINES
- This policy is written in accordance with the Child Protection Reporting Policy and *Education and Training Reform Act, Child Safe Standards, Managing the Risk of Child Abuse in Schools, Ministerial Order No. 870*. As emphasised in the schools’ Child Safety Policy, “Concord School is committed to child safety and has a zero tolerance of child abuse”.
- All students will have the opportunity to participate in the camping program.
- The camping program will assist in the development of socially acceptable behaviour and the experience of working as a team.
- Development of independence in a practical situation will be a focus for all camps.
- All camp venues must be accredited through the Camping Association of Victoria.
- If a site does not have a risk management plan, staff must assess the site and develop a risk management plan.
- For all interstate and overseas excursions/camps, DEECD travel guidelines must be followed.
- There must be at least one first aid trained staff member in attendance at each camp. Requirements regarding staff/student ratios (one staff member for each six students) must be adhered to at all times for all camps. Two teachers must be in attendance at all camps.
- If ES staff attend camps, they should be made aware of arrangements for time in lieu (1 day TIL per every night on camp).
- No student will be excluded from the camping program for reasons relating to ability or financial situation.

FINANCIAL SUPPORT
- A note will be sent to parents/carers advising them of the camp details at least one term before the camp date (as soon as possible for camps in term 1)
- Providing the Camp Coordinator and Team Leader have approved a camp, parents/carers may be informed at the Meet the Teacher Night regarding the venue, cost and time of the camp that is planned for that year. Parents/carers may be asked to signal their willingness to allow their child to attend the camp so initial bookings may then be made.
- Parents/carers who are experiencing difficulty regarding payment of camp costs may make alternative arrangements with either of the Assistant Principal’s at the Bundoora Campus. Team Leaders will approach those who they know will have financial difficulty.
- All requests will be met however the following process will apply in order. Parents/carers will be asked whether
  1. A payment plan will enable them to pay?
  2. How much they are able to pay? This will be accepted if it is at least 20% of the total camp cost and may be combined with a payment plan.
  3. Are they able to pay 20% of the total camp cost?
- The maximum amount that any camp will cost is $450. If there are camps that cost more than this amount, such as interstate camps, the school will pay the balance but will advise what the total cost would have been.
- No CRT charges are to contribute to camp costs.
ORGANISATIONAL PROCESSES
1. Teachers who are planning a camp must consult with the Camp Coordinator, Team Leader and Business Manager regarding the cost of the camp, the date and venue of the camp, staffing provision and arrangements for students who do not attend the camp.
2. Approval for the camp must be given by the Camp Coordinator before applying for approval from the Leadership Team.
3. The online Notification of School Activity Form and the associated risk management forms (including risk assessment for bushfire) must be completed before applying for approval from the Leadership Team.
4. The Camp Coordinator submits camp proposals to the Leadership Team for the Principal (in consultation with the Leadership Team) to approve.
5. The School Council Secretary then submits the camp documentation for the School Council President to approve (in consultation with the School Council).
6. Once approval has been granted by the School Council, teachers may notify parents/carers and students about the planned camp.

CAMPING STRUCTURE
The Camping program has been carefully planned to ensure that camps increase in duration and challenge as students move through the year levels within the school. Students have been provided with a wide range of quality experiences with extension camps also offered in the Secondary and Pathways sections.

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<td>Year 1</td>
<td>Sleep</td>
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<td>Year 2 (approx.)</td>
<td>Blackwood</td>
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<td>Year 3 (approx.)</td>
<td>Lady Northcote</td>
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<td>Yarra Junction</td>
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<td>Year 8</td>
<td>Lake Dewar - tents</td>
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<td>Year 9</td>
<td>Grampians (QUEST–Dreamtime)</td>
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<td>Year 10</td>
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<td>Year 2</td>
<td>Choice of Sydney (Interstate) or Phillip Island (QUEST)</td>
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<td>Melbourne City Experience</td>
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<td>Year 2</td>
<td>Bogong (Outdoor Education Centre)</td>
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Bike Ride Extension
- The Secondary Section will offer one of the three Blackwood Bike Rides (Alpine, Super or Cheviot) as an extension camp each year. The staff members will preferably come from the Secondary Section but may come from outside of the section if required.
- For students to attend, they must have attended, or be going to attend, their Secondary Section camp.
- Rides require 6 students and 2 or 3 staff. A minimum of one staff member must have current Bike Education Qualifications and Level 2 First Aid/CPR (can be the same staff member).
Ski Camp Extension
- The PE staff at the Grimshaw Campus will submit an application for students in the Pathways Section to attend the Ski Camp at Mount Bogong (or similar) each year and will attend the camp with the students if it proceeds.
- For students to attend, they must have attended, or be going to attend, their Pathways Section camp.
- Students will be selected in consultation with the Pathways Team Leader who will approve sending home of notes to families.

RELATED POLICIES
- Adventure Activities
- Student Preparation and Behaviour
- Planning and Approvals
- Safety, Emergency and Risk Management
- Venue Selection
- Parent or Carer Consent
- Staffing and Supervision
- Student Medical Information

RESOURCES
Student Resource Package and locally raised funds including parent/carer contributions.

REFERENCES
Camp and excursion notification of school activity form
Student safety excursions and activities

EVALUATION
This policy will be evaluated as part of the three year policy review cycle and/or in line with DEECD policy.