Scoresby Primary School

Camps Policy

Overview
The school’s camping program enables students to further their learning and social skills development in a non-school setting. 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 learnings.
- 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, resourcefulness, independence, leadership, judgement, cooperation and tolerance.
- To provide an opportunity for students to engage in activities generally not experienced.

Guidelines for 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 School Council will ensure that all school camps are maintained at a reasonable and affordable cost, and comply with all DEECD requirements.
- The Information Night at the beginning of the year will provide parents with approximate dates and costs associated with the following year’s camps.
- All camps will be budgeted for at the beginning of the year with detailed and accurate costing presented to the Principal. Parents will be notified of the exact costs and other relevant details of individual camps as soon as practicable. Every effort will be made to ensure that children receive a full camp experience but at a reasonable cost to families.
- Every effort will be made by the school to support families experiencing difficulties meeting the costs of the camp. Decisions relating to alternative payment arrangements will be made by the Principal on a case-by-case basis.
- All families will be given sufficient time to make payments for individual camps, either in full or part payments. Parents will be sent reminder notices a fortnight before the camp departure date reminding them of the need to finalise payment. Children whose payments have not been finalised at least two school days before the departure date will not be allowed to attend unless alternative payment arrangements have been organised with the Principal.
- Office staff will be responsible for managing and monitoring the payments made by parents and will provide classroom teachers with detailed records on a regular basis.
- The designated “Teacher in Charge” of each camp will ensure that all camps, bus arrangements and camp activities comply with DEECD guidelines.
- 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” form. Children and parents will be required to sign a ‘Code of Conduct’ agreement prior to the departure date.
- Camps will be staffed by classroom teachers and relevant Aides.
- A Level 2 First Aid staff member will attend each camp.
- The school will provide a mobile phone for the use of teachers at 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 the anticipated return time.
- It is possible for a child to be excluded from attending camp if it is believed their behaviour is a danger to others. The decision to exclude a student will be made by the Principal, in consultation with the classroom teacher.
- 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.
- In case of illness or accident, parents will be notified and appropriate action taken.
Prior approval for all camps is required by School Council. Information presented to the School Council will include:
1. The educational aims and objectives of the camp.
2. Travel arrangements and costs.
3. Venue details and an itinerary of events.

The above information will be provided to the Principal at least a week before the School Council meeting date.

Approved: 2010
To be Reviewed: 2013