



Camps Policy

Morningside Park Primary School 5040

POLICY DATE: Feb 2018

**STATUS: Approved by School Council on
REVIEWED EVERY 3 YEARS**

Rationale:

- A 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.
- The School Council has responsibility for the approval of overnight camps.

Aims:

- Provide a sequential camping program with a cultural, educational and environmental focus.
- Provide shared class experiences that are age appropriate and link with the curriculum for both Steiner and Mainstream classes.
- Allow for efficient planning and implementation.
- Provide a program that promotes self-esteem, resourcefulness, independence, leadership, judgement, cooperation and tolerance.
- Provide a program that delivers skills and knowledge that may lead to a lifelong involvement in worthwhile leisure pursuits.

Implementation:

- A camp is defined as any activity involving at least one night's accommodation.
- Students from Years 3-6 will be offered the opportunity to take part in a camp each year.
- The duration of the camp should be progressively longer as the student moves through the school.
- The program will take into consideration the previous experiences of the students, the financial viability of any proposed camp (i.e. affordability).
- The School Council will ensure that all school camps are maintained at a reasonable and affordable cost, and comply with all DET requirements.
- All camps will be budgeted for in consultation with the school's business manager. (The Business Manager is able to advise on matters related to GST components of

a camping program). Parents will be notified of the exact costs and other relevant details of individual camps as soon as practicable.

- All families will be given sufficient time (at least a term in advance) to make payments for individual camps. A payment by instalments system will be offered to families well in advance of the camp to enable families to budget accordingly.
- 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 DET guidelines. The teacher in charge should consult the DET website when planning the program.
- Relevant details about school council approved excursions should be provided to the Department’s Emergency and Security Management Unit using the online notification form available on the DET website <https://partner.eduweb.vic.gov.au/sites/sal> This notification is to be provided at least three weeks prior to the activity. The Emergency and Security Management Branch can be contacted by telephone on 9589 6266 if further information is required.
- All students will be required to provide written permission from their parents/carers to attend the camp, as well as a completed “Confidential Medical Information for School Council Approved Excursions” form. The recommended, confidential medical information form for school camps is available from the DET website.
- Our Incursion, Excursion and Activity Policy will apply to camps.
- Classroom teachers and Educational Support staff should attend any camp that their class is involved in. Classroom teachers and Educational Support staff generally have an extremely good knowledge of and relationship with, the students in their class. Classroom teachers and Educational Support staff attending also enable a greater opportunity for pre and post camp activities.
- A mobile phone will be taken on every camp to use when needed by staff.
- Parents/carers and other interested adults will be invited to assist with camps to comply with DET recommendations and our Mornington Park Primary School volunteer policy. When deciding on which parents/carers will attend, the Teacher In Charge will take into account –
 - Any valuable or specific skills the parents have to offer. e.g. bus licence, first aid, expertise with some of the planned activities
 - Frequency of attendance at previous camps
 - Parents/carers selected to assist with the camps program are required to undertake a working with children check and comply with our Child Safe policy
 - Parents that are able to attend for the full duration of the camp and able to assist with all students and activities
- Only children who have displayed sensible, reliable behaviour at school will be invited to participate in the camping program. Parents will be notified if a child is in danger of losing their invitation to participate in a camping experience due to poor behaviour at school. The decision to exclude a student will be made by the Principal, in consultation with the classroom teacher and parents/carers who will meet with the Principal to discuss alternative arrangements.

- Parents/carers 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 and/or Assistant Principal, will make this decision. Costs incurred in picking up their child will be the responsibility of the parent/carer.
- If a child attends the camp but goes home at night, they will be met each by a member of staff at a designated spot and the parents/carers will be asked to leave.
- Parents/carers are not to come to the camp to visit their child.
- All camps require School Council approval. This approval is sought at a scheduled meeting at least two meetings prior to the departure date. Information presented to the School Council will include: -
 1. The educational aims and objectives of the camp.
 2. The names of all adults attending and their expertise.
 3. Travel arrangements and costs.
 4. Venue details and an itinerary of events.
 5. Alternative inclement weather activities
 6. Procedures followed to ensure the safety of the children.
- The above information will be provided to the Principal and/or Assistant Principal at least a week before the School Council meeting date which is at least 2 months prior to the camp.

Proposal:

- That Class 3 and 4 students from Steiner and Mainstream join for one camp each year.
- That Class 5 and 6 students from Steiner and Mainstream join for one camp each year.
- That a 2 year rotation of camps is planned ensuring a new and varied experience for every student.
- 3/4 and 5/6 camps to be held at separate ends of the year to spread the cost for parents.
- All camps are accredited.

Class 3/4

Camps to be held toward the end of the year, beginning of term 4, when Class 3's are more prepared for the experience.

Camps need to be located on the Mornington Peninsula as students may need to be picked up by parents.

Proposed camps: Golden Valleys Lodge (Flinders)
The Briars (Mount Martha) or Lord Somers Camp (Somers)

Curriculum focus:

Farming, hut building, team building and self-sufficiency

Class 5/6

Camps to be held toward the start of the year to promote team building, bonding and leadership experiences.

Camps are located off the Mornington Peninsula, providing experiences in a range of different habitats.

Proposed camps: Coastal Forest Lodge (Anglesea)
Urban Camp (Melbourne)

Curriculum focus:
Adventure Camp Traditional methods linked with study of Ancient cultures and early settlement of Australia. Eg. archery, canoes, hut building etc.

Urban Camp A range of cultural and educational experiences to link with the curriculum. Eg. Parliament House, Immigration Museum, Pollywoodside etc.