



## EXCURSION/CAMP POLICY

This school's policy is informed by the DoE Excursion policy.

Excursions are a valuable part of the school's quality learning. Appropriately planned camps, excursions and incursions greatly assist the students to understand the community in which they live. They provide students with the opportunity to experience different environmental settings and learn new skills from first-hand experience in these settings. They also offer the opportunity for students to interact with their teachers and peers in a setting which is different from the classroom.

### PARTICIPATION:

Excursions and camps are inclusive, and all students within the specific learning group are given the opportunity to participate.

### Note:

1. Only children who have displayed sensible, reliable behaviour at school will be invited to participate in school excursions and camps. If students have displayed unsafe behaviours at school that have resulted in suspension, their attendance of an excursion will be assessed due to their risk, through a case by case basis. As a basic standard, students who have had a Short Suspension in the last 3 months will be excluded. Students who have had a Long Suspension in the last 6 months will be excluded.
2. Students who have not paid Compulsory Course Costs may not be permitted to attend school camps.

### IMPLEMENTATION:

- An excursion or camp is defined as any activity including school representation beyond the school grounds.
- The Head Teacher and Principal/ Deputy Principal and/or the Department of Education must approve all excursions.
- All aspects of the Variation to Routine and DoE Excursion Policies must be strictly followed.
- If any payments are involved, costing must be checked with the SAM before the excursion is approved.
- All families will be provided with all excursion details and will be given sufficient time to make payments for excursions.

Completing the Excursion VTR pro-forma will guide the excursion organiser through EHBHS and DoE policy.

**Overseas Excursions – Refer to the DoE policy and procedures in particular Appendix 6. Overseas Excursions – Advice and Application Pack**

For more detailed guidelines staff should refer to

<https://education.nsw.gov.au/policy-library/policies/excursions-policy>

### EVALUATION:

- This policy will be reviewed as part of the school's three-year review cycle.

This policy was last updated:

19<sup>th</sup> February 2025