



Camps and Excursions

Policy

Rationale

The Church speaks of Catholic schools as aiming to foster the integration of faith and life, and the integration of culture and faith. These aims underpin every activity of the Catholic school's life and curriculum (Mandate letter, 11-17).¹ Xavier Catholic School camps and excursions are conducted as either an integral or an incidental part of the educational program of the school.

Principles

- School camps and excursions are part of the educational program offered by Xavier Catholic School
- The Principal ensures that maximum emphasis is placed on the safety and well being of all the participants. Child protection procedures are known to all staff. Students will be advised of developmental appropriate, personal safety strategies
- School camps and excursions are to be regarded as an extension of the school. The same code of conduct expected during school hours is expected of all students, staff and supervisors for the duration of the camp or excursion. Pastoral care systems are in place to support the needs of all students
- A duty of care exists at all times, as a teacher/student relationship exists throughout the camp or excursion.
- The Principal, in planning school camps and excursions, has considered the needs of students and their families.
- Behaviour Management, Bullying and Harassment, Child Protection and all other Xavier Catholic School policies and processes shall continue to be applicable. Appropriate modifications shall be made to the consequences for unacceptable behaviour and staff, students and families shall be advised of these prior to the camp or excursion.
- The Principal has considered the financial burden on families of sending students to camps or excursions. Provision has been made by the school so that no student is prevented from attending camps or excursions, which are an integral part of the educational program, on financial grounds.
- Xavier Catholic School staff ensures that appropriate prayer/liturgical experiences form an integral part of the camp or excursion program. This includes a camp Mass where possible.

Procedures

- The Principal approves all school camps and excursions at Xavier Catholic School
- Students are not allowed to attend a school camp or excursion unless written permission is granted by the parent. The permission notes outline details such as the method of transport and the activities to be undertaken.
- School camps and excursions form part of a Xavier Catholic School's curriculum program and therefore are normally to be attended by students. Where parents have any issues regarding the attendance of their child/children on Xavier Catholic School camps or excursions these issues are to be discussed with the Principal or the Principal's delegate. Care shall be taken to protect the right of parents to decide whether or not to send their children to school camps. Where a student does not attend a school camp or excursion the school shall provide an alternative educational program.
- Planning for school camps and excursions shall be in accordance with the School Camps and Excursions – Guidelines for Catholic Schools and cover:
 - the medical requirements of participants
 - the student to adult ratio
 - the medical kit required and the first aid qualifications of staff in attendance
 - the duty of care of staff, including a ban on intoxicating substances
 - appropriate CrimTrac 100 Point Check Police Clearance for supervisors and volunteers
 - insurance cover
 - transport arrangements, including drivers' licences
- Students returning home early from camp except for extreme medical conditions will not have any portion of the camp fees refunded. Students leaving early return home at their parent's expense.
- The Xavier Catholic School camp presents many different outdoor activities for the children, challenging them to find their own methods of dealing with things they may not have experienced and supporting them to put their physical and mental capacities to the test. The reason for holding the camp so early in the year is to help the children bond together as leaders in the school and assist them to learn to work together and support one another.
- The Xavier Catholic School camp is an educational experience and as such is a compulsory part of the Xavier program; however it is understood that some parents may have concerns regarding their children going on camp. Parents/Guardians are expected to make a time to meet and discuss any concerns they may have with the Principal or delegate to ensure the camp is a positive experience for each child.
- At the conclusion of the camp a debrief is conducted by all staff involved in the camp, this debrief covers:
 - the adequacy of the camp site
 - recommendations for the future use of the camp site
 - the overall management of the camp
 - any injuries that occurred
 - the achievement or otherwise of the objectives of the camp
 - other information relating to specific incidents on the camp
 - any other information which may assist in the planning of future camps
- When during the course of an excursion
 - a student suffered an injury or
 - experienced ill health or
 - Where an incident related to student discipline, safety, or any serious consequence occurred, a report shall be submitted to the Principal by the teacher in charge of the excursion.