



Camps Policy

Definition

A camp is an educational or recreational activity for students organised or operated by a site. It takes place outside the site and under the supervision of teachers, educators or workers with a teacher in charge.

Rationale

Camps support and enrich a range of curriculum areas and provide deep learning experiences for students in a variety of environments. Brighton Primary School and Centre of Deaf Education plans camps within the context of the educational programs specific to the school. We make sure students and parents are adequately prepared and aware of the purpose of the learning experience.

Commitment

The school commits to providing camp experiences as outlined below for the nominated year levels. It is not a requirement of teachers to attend camps with their students however appropriate supervision will be provided by the school and all students will be given the opportunity to attend. Should a teacher choose not to attend they will be redeployed at school in alternate duties. In the case of a composite class, students will attend camp with their year level.

- Year 3 – extended full day excursion
- Year 4 – one night camp
- Year 5 – one night camp
- Year 6 – three night camp to Canberra

Documentation

All camp documentation must be submitted and approved in line with this policy and associated procedures before any camp takes place. Specific details on how to conduct a camp or excursion are included in the [camps and excursions procedure](#).

When the [Risk Management](#) and [ED169 Application to conduct a Camp](#) documents are complete they require approval from the teacher's Line manager and are then forwarded to finance for account development.

A parent letter, payment request and [ED 170 Consent Form](#) will be sent home following approval in line with the camps and excursions procedure.

- The form can be used to list a series of excursions for multiple activities. You must list all individual excursions, activities, dates, location, cost, transport, supervision arrangements and dismissal times for each excursion.



- Do not remove information from the form. Schools and preschools can, if they deem necessary, add space for additional information or attach more information for parent's consideration.
- The signed form should be returned to the school in full, including all the attached information, as evidence of what the parent has agreed to. Parents can be given a copy for their own records, or it must be available at the site for parents if they request to see it.

Records

All official records created in relation to the planning and conduct of any camp are not filed in student files, they are to be stored within an official school file located in the front office.