



ST. MARY'S PARISH SCHOOL

SCHOOL CAMPS AND EXCURSIONS POLICY

School Camps and Excursions Policy

Rationale

1. The activity provides for the educational, social and emotional needs of the children and is part of the overall education program.
2. St Mary's School Camps and Excursions are seen as an important part of a child's learning experiences and social development.

Guiding Principles

Care, Community, Learning, Respect, Trust, Sense of Wonder, Teamwork, Sense of identity, Challenging personal limits, Sense of adventure.

Policy Statement

St Mary's School will endeavour to provide "camps and excursions" (hereafter excursions) that are appropriately planned and supervised, with due care and consideration to age, capabilities and relevance. Our school Camps and excursions are designed to promote positive and engaging educational experiences, student independence and confidence.

The educational value of an excursion takes account of the needs and resources of the school along with the needs of the students and the total learning program.

Excursions are inclusive, with all students within the specific learning group provided with the opportunity to participate.

Principles underpinning the policy

Schools will ensure that:

- The duty of care owed to students in the school environment whilst on excursions is carried out by the school and not delegated to parents, caregivers, volunteers or employees of external organizations who assist on excursions.
- Teacher to student ratio is approved by the Principal to allow for adequate supervision and takes into account such factors as the age of the students, their maturity, the location of the excursion, specific needs of the students, anticipated behaviour and the nature of the activities to be undertaken.
- For overnight and extended excursions, supervision and accommodation arrangements are such that no staff member or accompanying adult is placed in a position where there is potential for allegations of improper conduct to be made.
- Student protection obligations and requirements outlined in the Diocesan Catholic Education Board Policy on Child and Youth Protection are carried out throughout all stages of an excursion.



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- An excursion risk management plan is developed to include hazard identification, risk assessment, control options, monitoring and review of all activities to be undertaken, and documented on the Sentral school platform, using guidance for completion. For students to participate in an excursion, consent and medical information and consent to medical attention forms must be obtained from parents or caregivers. Medications are managed in accordance with school medication procedures.
- The Toowoomba Catholic Education Office is notified of excursions outside the Catholic Diocese of Toowoomba prior to such excursions being undertaken. The excursions contact details requirement form should be used.
- Excursions are a part of the curriculum offerings of St Mary's Parish School; therefore, it is an expectation that all students will attend to fulfill their curriculum obligations
- Any variations to policy expectations must be approved by the Principal or his/her nominee and be formally recorded.

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Review Date: 12th July 2025

Principal _____

Chairman _____