DEC POLICY

The following statements of policy apply to excursions:

1. Determining the educational value of an excursion must take account of the needs and resources of the school, the needs of the students and the total learning program.

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

3. A duty of care is owed to students in the school environment and while on excursions.

4. The Department’s duty of care owed to students for the duration of an excursion cannot be delegated from the school to parents, caregivers, volunteers or employees of external organisations.

5. The obligation to report suspected risk of harm to children and young people applies throughout all stages of an excursion, as it does at school.

6. A risk assessment is to be conducted and a risk management plan developed before seeking approval for any excursion.

7. Signed consent forms granting permission for students to participate in excursions and a medical information form are to be obtained for parents or caregivers.

8. Safe transport or a safe walking route is to be organised for excursions.

9. Students must behave appropriately at all times while on excursions, including when animals are encountered.

SCHOOL POLICY
This school’s policy is informed by the DEC Excursion policy.

Excursions are a valuable part of the school’s quality learning. They enhance background knowledge, provide depth of experience and extend student understanding. The school is committed to providing excursions and extra-curricular activities for every student in every year.

PRINCIPLES

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

Excellence
Excursions are of educational value and enhance the total learning program.
Respect and Responsibility
Excursions provide opportunities for students to demonstrate appropriate behaviour outside a school setting.

Success
Excursions anchor student knowledge and contribute to successful learning through deeper understanding.

Innovation
Excursions broaden student knowledge and develop creative thinking and problem solving.

Safety
A duty of care is owed to students in the school environment and while on excursions. The student uniform policy applies to excursions.

Teamwork
Excursions foster cooperation amongst students and with teachers.

Completing the Notification of Excursion pro-forma will guide the excursion organiser through RHHS and DEC policy.

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