

# Excursions Policy – Recreation & Outdoor Education

## Introduction

This policy must be read in conjunction with the Excursion Policy – Master and as well as any other excursion policy that may be relevant.

## What is an Outdoor Education Excursion?

An Outdoor Education Excursion may be either a single day excursion (such as a bush walk), or an overnight excursion (such as a College camp), which involves any, but not limited to, the following activities:

- Abseiling and climbing;
- Bushwalking;
- Caving;
- Climbing walls and ropes courses;
- Cycling and cycle touring;
- Horse riding;
- Orienteering, rogaining and cross country navigation;
- Paddling activities;
- Power boating;
- Sailing and sailboarding;
- Scuba diving;
- Snorkelling;
- Surfboard riding and surf activities;
- Skiing; and
- Swimming and water safety programs.

## Excursion Management Plan

An Excursion Management Plan must be developed for each Recreation or Outdoor Education Excursion taking into account the different types of activities which students will undertake.

Where the excursion involves an overnight stay and recreational and outdoor activities, only one Excursion Management Plan needs to be developed which will take into account risks arising both from overnight stays and from the recreational and outdoor activities.

## Incident Notification

If during the course of an Outdoor Education Excursion an incident occurs (e.g. a child is lost), whether or not the incident results in injury to a student, the incident must be immediately reported to the Principal.

## Record Keeping

Copies of all records relating to a Recreation or Outdoor Excursion must be maintained in accordance with the Excursions Policy – Master.

## Related Policies

Excursions Policy – Master

Excursions Policy – Overnight Stays

Outsourcing (External Service Providers) Policy

## Related Documents

Excursion Management Plan Template

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From Complispace – current as at June 2020

