

## Lisieux Catholic Primary School

## Camp Policy

Rationale:

School camps and excursions can be an integral part of the educational program of the school, and serve to provide opportunities and experiences that are not always possible within the confines of the school.

Lisieux’s Camp Program enables students to further their academic learning and social skill development in a non-school setting. School camps at Lisieux aim to provide opportunities that develop deeper learning, confidence, independence, responsibility and a sense of community within the context of our Catholic principles and values.

 Aims:

• To provide all students with the opportunity to participate in a Camp Program.

• To provide shared class experiences and a sense of group cohesiveness.

• To reinforce and extend classroom learning opportunities;

• To provide opportunities that foster resourcefulness, independence, leadership, resilience, cooperation and tolerance.

Implementation:

• A camp is defined as any activity involving at least one night’s accommodation, including sleepovers at school.

• The Principal shall approve all school camps.

• School camps, along with excursions, form an integral part of the Lisieux curriculum and it is, therefore, expected that all students will participate. In situations where parents have any issues regarding attendance of their child/ren on school camps, these issues shall be discussed with the Principal, and every effort will be made to alleviate any concerns. In situations where a student is unable to attend camp for a valid reason, the expectation is that the student remains at home during the camp period.

• All camps will include a Risk Assessment and Emergency Plan. Risk management is a process of identifying the potential risks of a particular activity. Identified risks will be analysed along with a context for the development of appropriate counter measures, which will either eliminate or control the risks to an acceptable level.

• School camps are 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.

Procedures for school camps:

• The school newsletter and annual Lisieux calendar will provide parents with dates and locations associated with the Year level camps. The associated costs will be communicated to families in Term 4 of the year prior to camp where practicable. Families will be required to commit to the Camp Program so that accommodation bookings and travel arrangements can be confirmed in advance. Once confirmed, parents will be required to commit to payment of the camp in all cases except where there is a medical certificate giving justifiable explanation for non-participation.

• Students will not be excluded from camps simply for financial reasons. Families experiencing financial difficulties will be required to discuss their individual situation with the Principal. Decisions relating to alternative payment arrangements will be made by the Principal on a case-by-case basis.

• All families will be given sufficient time to make payments for individual camps, and these payments can be managed along with school fees, in a regular payment schedule or as a one-off payment.

• Consideration will be given to medical requirements of students participating on camps. Special written instruction shall be obtained from parents in relation to known medical conditions, allergies, dietary needs and the administration of medicine.

• Students who have not displayed reliable behaviour at school may be denied the opportunity to participate in a school camp. Parents will be notified if a child is at risk of losing their invitation to participate in a camping experience due to poor behaviour at school. If the unsatisfactory behaviour continues, the child will then be excluded from camp.

• Parents will be requested to collect their child from camp if their child exhibits behaviour that is considered unsafe or unacceptable. The teacher in charge, in consultation with the Principal, will make this decision, and any costs incurred will be the responsibility of the parent.

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| **POLICY DATES**  |
| ***Implemented***  | July 2020 | ***Reviewed***  |  |
| ***Next Review Due***  | 2023 |
| **POLICY AUTHORISATION**  |
| ***Principal***  | Dr Susan Ryan  | ***Signature***  |   |



Building a culture of respectful relationships:

Among students, staff and parents we strive to develop the following:

• A respect for the dignity and worth of every person;

• Open, positive and honest communication

• An ability and willingness to work respectfully with other people;

• A responsibility for words and actions.

In promoting and upholding this culture, it is expected that every parent / family member will:

• Uphold the school’s core beliefs and values, and act with courtesy and consideration for others, using courteous and acceptable written and spoken language in all communications with students, staff and other parents and members of the school community;

• Support the Principal and staff in the development of a Christ-centred learning community;

• As a safe and happy work environment is important for school staff, interactions with staff should not create unnecessary stress and anxiety. School staff are therefore not required to respond to emails and telephone calls instantaneously, and a reasonable response time during working hours is 24 hours. Responses are not expected outside normal working hours or during school holidays;

• Support their children in all educational endeavours by giving praise and showing interest in school activities;

• Maintain confidentiality when dealing with issues related to other people’s children;

• Behave in a manner that does not endanger the health, safety and wellbeing of themselves or others;

• Ensure that their actions do not bring the school into disrepute;

• Respect and abide by the authority of members of staff as being professional, and based on the best interests of all parties, observing school rules as required;

• Allow staff to supervise, investigate and manage students without interference;

• Support the school in its efforts to maintain a positive teaching and learning environment;

• Encourage children to accept responsibility for their own mistakes and encouraging them to be learning risk-takers;

• Adhere to the school’s policies and procedures as required. With respect to social media, parents / carers are not permitted to create a website, blog, podcast, Facebook page, Instagram or Twitter account or any other social media in the name of the school without the permission of the Principal. The posting of photographs or videos containing other students is not permitted without the expressed permission of the student’s parents.

Unacceptable conduct includes, but is not limited to:

• Touching, handling or otherwise physically engaging with students, children or others in a manner which is not appropriate and may endanger the health, safety and wellbeing of that person;

• Any form of physical, verbal or cyber abuse;

• Any form of threatening language, gestures or conduct;

• Use of language or conduct which is likely to offend, harass or unfairly discriminate against students, staff, volunteers or others.

**Management of Conflict**

From time to time, school parents may have a concern or an issue about school life which they need to resolve. We acknowledge the life-giving value of collaboration. The following steps outline the appropriate process to follow if you find yourself in this position.

Step One

Communicate your concern to the class teacher or relevant specialist teacher. It is important to arrange a convenient time for both parties to meet so that teachers are not interrupted during valuable class time. Simple matters can usually be sorted out at this level by having open communication. Staff should never be spoken to in an aggressive manner.

Step Two

If you are unable to find a satisfactory solution to your problem make an appointment to see the Deputy Principal or Principal to discuss the matter further.

If it becomes evident that a parent / carer has breached or is breaching the Code of Conduct it is the responsibility of the Principal, or their representative, to approach the parent / carer and to take action to ensure future breaches are avoided. Where behaviour is deemed to cause ongoing harm, distress or danger to others, the Principal may exercise a legal right to impose a temporary or permanent ban from the individual entering the school premises, and may consider options including further participation / enrolment at the school.