



Lake Illawarra South Public School

119-129 Reddall Parade,
Lake Illawarra, 2528
Ph: 4295 1924
Fax: 4297 2803
a.b.n.82558915977

Email - lakeillaws-p.school@det.nsw.edu.au

Excursion Policy

1. Rationale:

1.1 An excursion should:

- Enrich children's experiences.
- Broaden children's concepts.
- Reinforce the achievement of outcomes.
- Provide opportunities for the development of appropriate social skills
- Promote the development of self esteem.

1.2 Excursions are an important and integral part of the school curriculum and of teaching and learning programs.

1.3 An excursion is any learning experience external to the school site. It is initiated, organized and supervised by class teachers and approved by the principal.

1.4 An excursion may be a brief visit of less than an hour to a local point of interest or an extended journey occupying a number of days and requiring overnight accommodation.

2. Guidelines:

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

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

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

2.4 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.

2.5 The obligation to report suspected risk of harm to children and young people applies throughout all stages of an excursion, as it does in schools.

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

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

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

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

2.10 The Principal will determine the staff to student ratio based on the type of activities being undertaken and age of the students attending.

3. Implementation:

3.1 An excursion package will be completed by the organising teacher.

3.2 Students will be given the opportunity to be involved in excursions directly linked to educational programs.

3.3 Students will comply with the Student Welfare guidelines at all times while representing the school on excursions.

4. Evaluation:

4.1 Will take place after each excursion. A copy to be kept in the office.

4.2 This policy will be reviewed as part of the school review cycle.