

Excursion Policy

Definition

An excursion is a school activity (ie an activity approved by the School Principal). A school excursion is a group of students appropriately supervised by teachers who leave school premises in order to learn.

Rationale

Excursions are an integral part of modern education and essential to sound teaching practice.

Through an excursion, students learn experientially and his learning combines effectively with the theory of the classroom. Activities chosen for school excursions must be suitable for students of the age, experience and capacity of those participating.

Guiding Principles

1. All Excursions and the accompanying documents are approved by the Principal.
2. Excursions which include potentially dangerous activities should not be conducted without full consultation with, and approval of the Principal. Those which involve inherently dangerous activities (eg abseiling, white water rafting) should not be conducted at all.
3. All excursions and the accompanying documents are approved by the Principal.
4. Parents are given complete excursion details by the College and permission notes are signed by the parents/guardians of each student involved in the excursion. Failure to gain proof of parental permission precludes a student from attending the excursion.
5. Teachers have a good knowledge of the location of the excursion and visit any unfamiliar location beforehand, if possible.
6. Clothing to be worn by the student involved in the excursion is decided after negotiation between the organising teachers and the Principa or the Assistant Principal.
7. The School Secretary is to be given the complete details of the excursion the day before the excursion.
8. As a general rule, not more than one full day or two part-day excursions per class per subject per year is desirable both from the point of view of disruption to other classes/subjects and from the consideration of cost outlay to parents. An exception to the general rule may occur at HSC level for subjects which are required by the Board of Secondary School Studies to conduct fixed periods of field study.