



Lake Boga Educational Hub

'Be the best that we can be'



Principal: Marty Gray

8 Williams Road, Lake Boga 3584

50372041

lakeboga.vic.gov.au

New Zealand Camp

POLICY

Rationale:

This policy outlines the educational opportunities with regards to the Grade 6 New Zealand Camp ("The Camp") including the process for fundraising, sponsorship and standards of behaviour expected for all those attending the camp including staff, students and carers. Lake Boga Primary School recognises that it is a fantastic opportunity for family members to take part in the experience so these requirements are also connected to this policy.

Aims:

To provide an educational and personal development experience for Grade 6 students, by ensuring the processes for the Camp program are transparent and well organised to ensure expectations of all involved are clearly communicated and understood.

Implementation:

Approval:

- School Council approval is required before progressing with booking and planning each year
- Approval from the North West Victoria Regional Director is required before paying for airfares. This process requires the school to have quotes, an itinerary and School Council approval, as well as completing an Overseas Risk Register. This information will be available on request from the Principal.

Educational Opportunities:

- It is expected that students will be exposed to a range of educational opportunities prior to, during as well as upon return from the camp. This includes, but is not limited to;
 - connecting with sponsors (communication letter writing and community interaction),
 - planning for events, (collaboration, team work financial management, costing, tracking budgets and progress)
 - research projects in relation to New Zealand (cultural awareness, timezones and geography)
 - Preparation of self for daily activities, airline checking, exchange of monies (independence, organisation, meal preparation and clean up)
 - Blogging (awareness of social media and methods of connection, written information, pictures and videos) as a form of communication
 - virtual conferencing with school in New Zealand (communication and interaction).
- Through the camp and a range of activities before and after the camp, the students will develop leadership and communication skills, confidence, organisation, resilience and other valuable life skills.
- Other educational and development opportunities for students, before, during and after the camp include; tolerance, currency, money management, flight schedules, meal preparation and use of social media.

Fundraising:

- Camp Co-ordinator to organise regular fundraising meetings to ensure targets are being met.
- Families of students attending the Grade 6 camp are to actively and regularly contribute to fundraising, or a fee of \$1500 for their child to attend the camp will be imposed at the Principal's discretion.

Sponsorship:

- Families are responsible for contacting and arranging sponsorship to \$1000.
- We recognise that getting sponsors can be difficult for some families, so some of the sponsors the school get can cover families that haven't got \$1000 sponsorship, providing families have made substantial attempts to gain sponsorship. This sponsorship money goes into an overall pool to support the Camp.
- Families of students attending the Grade 6 camp that do not contribute to efforts to identifying a sponsor will be required to contribute \$1000 for their child to attend the camp at the Principal's discretion.

Excess Funds:

- All fundraising/sponsorship targets will be set at the higher end of the budget. In the case where there are excess funds at the conclusion of the trip, these will be spent on improving future cohorts' ability to raise funds and attract sponsorship.

Bookings/Passports:

- Camp Coordinator will book flights and activities, through a travel agent.
- Families are responsible for organising their child's passport, well in advance of the camp.
- To be eligible to attend the camp, a photocopy of the passport must be provided to the school office by the end of Term 1

Family member's attending/Supervision:

- Family members or primary carers are permitted to attend the Camp so they can witness first-hand the growth and development of their child whilst on camp.
- There is a maximum of 1 family member or carer with a Grade 6 student.
- Adults must pay their own way and meet payment deadlines.
- To be eligible to attend the camp family members or primary carers must provide the following prior to the last day of Term One:
 - Pay the deposit of \$500.
 - Sign the acknowledgement for regarding camp behaviours and expectations and provide to the school office.
 - Provide a photocopy of their working with children check.
 - Provide a photocopy of their passport with more than 6 months of validity after the end of the year to the school office.
 - Prior to the last day of Term Two
 - Pay the full amount advised by the school office.
- Adults must conduct themselves in a responsible manner and role model positive behaviours around the students.
- Two Lake Boga Primary School staff members will attend the camp, dependent on ratios and Risk Management requirements.
- Whilst on Camp there is zero alcohol policy for all adults attending.
- All families will be required to have comprehensive travel insurance for the camp, organised through the school.

Feedback and continuous improvement:

- At the conclusion of the camp, participants will be asked to complete a survey to reflect on the experience and evaluate the different activities, with the intention of continually improving the camp for the future.

Evaluation: This policy will be reviewed annually.

This policy was last ratified by school council in

August 2023

New Zealand Camp

Family Member / Carer acknowledgement form

The Camp is designed for each student in attendance to experience personal growth and development. It is an opportunity for Family members or carers to personally witness that growth and development by attending the camp.

As directed by Lake Boga Primary School New Zealand Camp Policy it is expected that all adults attending with their child are behaving responsibly. It is an expectation that a responsible adult 'role models' appropriate behaviour and values that are in line with our school at all times and especially whilst with students. These include respect for each other and respect for the culture we are experiencing. Collaboration and working positively together as a team, this includes fundraising before camp and the Sponsors Dinner on return. By signing the below acknowledgement form I am agreeing to abide by the school policies including the New Zealand Camp policy and abide by all requirements.

First name (BLOCK LETTERS) _____

Surname (BLOCK LETTERS) _____

Grade 6 student name (BLOCK LETTERS) _____

Signature _____

Date _____

Witness Full Name (BLOCK LETTERS) _____

Witness Signature _____

Date _____