Camps and Excursions

Do Schools need to comply?

Yes if your school is conducting excursions, camps or overseas student travel you will need to exercise appropriate duty of care.

Conditions of compliance:

Principals, teachers, school board members and others involved in school excursions, including camps and adventure activities, must anticipate the possibility of litigation following an incident or injury. They should be prepared for a detailed examination of all their actions, their planning and the curriculum role of the particular activity.

Principals, who are responsible for the conduct of all excursions, must ensure that appropriate records are maintained and that adequate pre-excursion planning preparation and training, including the preparation of students, takes place.

If you have to comply, what do you have to do?

You should consider some or all of the following:

- Selection of venue
- Check travel advisories at the Department of Foreign Affairs (DFAT) website before travelling overseas
- Excursion emergency management processes
- The needs of students with disabilities
- Availability of excursion documentation
- Communication during an emergency
- First-aid
- Parental/guardian approval
- Student medical information
- Supervision of students (excursion staff, instructors, staff-student ratios)
- Use of private motor vehicles
- Adventure activities
- Physical conditions such as weather and terrain.
- Adequate pre excursion training for students, staff and volunteers.
- Swimming and water safety programs (including emergency procedures and safety measures; staff qualifications; staff-student ratios; student experience; type of venue and activity)
- Whether it is a Child Safe Environment.

What are the consequences if you don’t comply?

Schools face the possibility of litigation or an investigation and subsequent prosecution by SafeWork SA if an incident or injury was to occur.

Useful links:
DECD - ’Camps & Excursions Guidelines for Schools and Preschools’
Catholic Education SA - Excursions, Camps, Adventure, Physical and Sporting Activities: Procedures for Catholic Schools and Preschools