

Education Outside the Classroom



EOTC is defined as all those events that occur outside the classroom, both on and off-site, including all curriculum, sporting and cultural activities.

EOTC activities are defined by their level of risk. Planning and consent requirements are different for each level.

PURPOSE:

Wharepapa South School EOTC activities support and enhance the New Zealand Curriculum.

Children learn through experiences appropriate to their needs and environment. Children need a variety of experiences for maximum development, and should be given opportunities to explore and learn from the world outside the classroom.

GUIDELINES:

EOTC activities must be approved by the principal, and overnight camps by the board of trustees, who hold the ultimate legal responsibility for approved excursions. All school health and safety policies apply to EOTC activities.

When planning EOTC events the board and management suggest using the Ministry of Education *safety and E.O.T.C - A good practice guide for NZ schools* resource to assist with templates and guidelines. (see reference at end of document)

EOTC programmes:

- enhance learning, through a variety of well-designed, first hand experiences
- provide experiences for students that encourage awareness of the values and philosophies of the tangata whenua, and with other cultures within the school community
- increase students' knowledge, understanding, and appreciation of the school area, local district and other familiar and unfamiliar places
- promote ecological awareness and personal responsibility towards environment
- develop students' skills in observation, recording and organisation
- help students develop self-confidence and a sense of adventure
- assist students in their social development by placing them with others in unfamiliar situations
- help students develop an attitude of responsibility, particularly towards their own safety and that of others
- provide students with opportunities to work together in a group.

To make EOTC effective and safe, Wharepapa South School will:

- involve students, parents, caregivers, and the community at all relevant stages of planning, preparation, performance and evaluation
- be aware of cultural considerations of participants
- ensure, where possible, that students are not excluded for financial or special reasons
- provide alternative learning situations for students unable to participate
- liaise with local early childhood centres and with contributing and receiving schools, where appropriate, so that EOTC programmes are co-ordinated
- follow Ministry of Education regulations and guidelines on safety and supervision, risk management, leadership, and legal requirements
- ensure adequate ongoing training for all staff involved in EOTC, including support staff attending approved workshops, seminars, courses and training and assessment schemes.
- complete appropriate Risk Analysis Management forms. (see Master forms in Policies/Procedures folder)

Taking children out of the school environment can provide them with life changing experiences which they will remember for the rest of their lives. It can also put them at risk and into unfamiliar situations. Careful planning and preparation is needed to minimise risks and make the activity a positive experience for each student.

Policy Group: Principal, BOT
Review Cycle: Tri Annually

Review Date	2016	2019	2022
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Signed by: