

# COATESVILLE PRIMARY SCHOOL

## Snow Sports Policy

**Version:** Final **Date of Issue:** 14<sup>th</sup> July 2009

**Authorised:** School Council 20/10/2009

### 1. **Purpose**

- To provide an opportunity for Year 3 – 6 students to experience a safe, enjoyable and challenging activity in an alpine environment.
- To introduce and develop skills in skiing and snowboarding through professional and quality tuition.
- To assist with the growth of social skills and the development of school values in group situations when away from the home and school environment.

### 2. **Guidelines**

- 2.1 **Grade/Level Camps;** Grade/Level Camps are a priority over the Snowsports Program. Only those students who have attended or have committed to attend their Grade/Level Camps will be eligible for the Snowsports Program.
- 2.2 **Snowsports Coordinator;** A Snowsports Coordinator will be appointed by the Principal each year and will have the responsibility for ensuring that the policy is implemented including pre-booking accommodation, transport and tuition.
- 2.3 **DEECD Requirements;** The ratio of teachers to students specified by DEECD for an outdoor education camp (alpine) is 1:8.  
DEECD recommendations and requirements will be complied with at all times and include;
  - staff/student ratios
  - staff qualifications/experience
  - student skill/knowledge acquisition
  - equipment and clothing requirements
  - organisational requirements and management processes.
- 2.4 **School Council;** A representative will present information relating to numbers of participants, costing, staff and parents numbers, and important dates to School Council on a month by month basis in the lead up to the camp. Feedback from the Snowsports camp will be collated and presented to School Council after parents, teachers and students have been surveyed.
- 2.5 **Costing & Payments;** The camp will be budgeted at the beginning of each year with detailed information and approximate costing presented to School Council at the May meeting.
- 2.6 **Working with Children Checks;** It is a DEECD/Coatesville requirement that any adult attending the camp in the role of parent helper has a current Working with Children.
- 2.7 **Codes of Conduct;** All parents attending the Snowsports Program are to ensure they read and agree to abide by the Parent Code of Conduct and attend the compulsory Parent Information Evening. All students attending the Snowsports Program must abide by the Coatesville PS student code of conduct.

### **3. Implementation**

- 3.1 A non-refundable deposit for the Level camps will be required from students prior to the Snowsports camp.
- 3.2 **Costing & payments;** Parents will be notified of the exact costs and other relevant details as soon as practicable. All families will be given sufficient time to make payments for the camp and instalment dates will be provided. Parents will be sent reminder notices a fortnight before the camp departure date reminding them of the need to finalise payments. Students whose payments have not been finalised at least two school days before the departure date will not be allowed to attend unless alternative payment arrangements have been organised with the Principal. No refunds will be given for non-attendance if replacement participants are unable to be found.
- 3.3 **Working Party;** The Snowsports coordinator will convene a working party of parents and teachers to meet regularly to assist with the organisation and implementation of the Snowsports Program. This will depend on the needs of the program each year.
- 3.4 **Information Evenings;** A general information meeting will be held annually to inform prospective participants and their parents of the Snowsports Program. Information relating to the Snowsports camp will be advertised in the school newsletter. Once numbers are confirmed a follow up Information Evening will be compulsory for all attending students and adults.
- 3.5 **Selection of activity;** Families discuss and decide on which skiing or snowboarding discipline they would like their child to participate in. Once selected and documented by the Snowsports coordinator selections can not be changed.
- 3.6 **Emergencies/Accidents/First Aid;** Emergency management plans are explained to staff and parents attending the compulsory information evening. Coatesville Administration of Medicines policy will be adhered to under the supervision of the Level 2 First aid trained staff member.
- 3.7 **Parents attending;** The Snowsports coordinator is to liaise with the Principal/Assistant Principal to approve the final list of parent attendees.
- 3.8 **Student Meetings;** Compulsory teacher and student meetings are held on a weekly basis in the lead up to the camp. Information including notices and payments, helmet sizing, allocation of red jackets and organisation of the camp will be discussed. Non-attendance may result in the student being withdrawn from the program.
- 3.9 **Safety;** Students attending the Snowsports Program will view the safety video prior to attending the camp. It is compulsory that all students wear the Coatesville red jacket and a helmet for identification and safety on the mountain.
- 3.10 **Breaches of Codes of Conduct;** Any actions in breach of the code of conduct will result in the student being withdrawn from activities for a time deemed appropriate by the teacher in charge. Serious breaches or continued inappropriate behaviour will result in parents being notified and requested to collect their child from the camp. The principal will be notified as soon as is practicable.  
Any actions by parents in breach of the parent code of conduct will result in the parent being requested to remove themselves from the school group. The principal will be notified as soon as is practicable.

### **4. Evaluation:**

- 4.1 An evaluation process will be conducted annually
- 4.2 Student surveys
- 4.3 Parent surveys
- 4.4 Results presented to School Council at the completion of the camp

**This policy was last ratified by School Council in....**

**New policy 2009**