10th February 2016

DEAR PARENTS/GUARDIANS

Your son/daughter has elected to undertake the “Outdoor Education” course in Year 9 in 2016. I hope that they will get the most out of the fantastic learning opportunities that the program offers. The program provides learning experiences aimed to provide personal and group challenges that will develop resilience, problem solving skills and promote social skills, as well as the practical skills and knowledge necessary to safely participate in a variety of outdoor activities.

I am writing to outline the subject and explain the expectations, requirements and costs of the course. There are three compulsory overnight programs; an overnight introductory program to the Meehan Range, a 3 day winter program during April/May and a 3 day summer program in October/November. In addition, to this there may be half or full day field trips throughout the year. This letter briefly details the overnight programs and field trips in term 1, more information will be handed out in class and through our Schoology page. Details of the overnight programs and field trips for terms 2, 3 and 4 will be sent to you in closer to the time.

Each term will focus on a different environment, with classes focussing on the activities undertaken in that environment and the flora, fauna, natural and cultural history of that area. In term 1 we will look at coastal environments and surfing, at times this will involve the professional coaching from Coastrider Surf Academy, in term 2 we will investigate bush environments and mountain biking, term 3 will involve rock climbing, abseiling and rock environments and in term 4 the program will take us to the river environments and kayaking.

**Costs and Equipment**

There will be an Outdoor Education levy to cover all overnight programs and field trips for the whole year as outlined in the subject handbook that was distributed in 2015. The costs associated with running these Outdoor Education programs include transport, hiring facilitators, gear, and accommodation. This fee will need to be paid whether Students attend the programs or not because as you can appreciate, we need to run them to a budget and if Students pull out of the programs at the last minute, whether it be due to illness or other factors, facilitators etc. still need to be paid.

The Outdoor Education fee for this year will be $280.00. Paying the total by March 11th, 2016.

Students will also require a long sleeved thermal top and thermal pants or long-johns at the beginning of the year. These are usually made from polypropylene or wool and can be purchased from any outdoor activities store. Their cost would start at about $60, and they take the place of text books. They are essential for your son/daughter’s safety.

Other major items of gear (more detailed equipment lists will be sent home prior to the programs) which will be required for the subject include a sleeping bag, rain jacket and backpack. It should be the responsibility of the Student to organise their own gear as well as the collecting, packing and care of their own equipment. These are important skills which are practised in the course. Feel free to email me on scramer@mackillop.tas.edu.au for any gear questions.

Participation in all activities (with the exception of absence due to illness) is an essential requirement on the course.
Activities and Risk
I would also like to inform you that the class will be taken off College grounds for the majority of weekly practical sessions throughout the school year in order to participate in activities including surfing, kayaking, navigation skills, mountain biking, and rock climbing. It is important to consider that all adventure-based activities involve some degree of risk, which may in extreme cases include serious injury or even death (as do most everyday activities, such as driving in a car). However, I assure you that a meticulous risk analysis of each activity is completed prior to any activities being undertaken as well as detailed plans to manage any critical incidents. All activities are run by suitably qualified instructors with appropriate Staff-Student ratios, as governed by the Tasmanian Education Departments’ “Procedures for Planning Off Campus Activities”.

I would therefore ask that you complete the attached permission slip and return it to me at the College if you agree to allow your son/daughter to participate in the Outdoor Education program. This form must be returned by Tuesday 16th of February as we will soon be starting practical units which will be run off-campus. Your son/daughter will not be allowed to leave the campus if the permission slip is not returned.

Medical Issues
Of course it is vital that Students bring any necessary medications with them for these practical sessions and it is imperative that the medical information forms sent out at the beginning of the school year are accurately updated and returned to the College as soon as possible. It is also essential that the College is notified of any changes in your son/daughter’s health information during the year.
Please note that all medications including paracetamol (except Ventolin) are not to be in possession by Students. If your son/daughter needs to take medications parents must provide it to the teacher in a resealable bag with instructions on times to be taken and dosage.

It is very easy to get burnt outdoors in Tasmania, even in cooler temperatures. Please ensure that your son/daughter is equipped to avoid sunburn. A hat, proper clothing, good, water-resistant, long-lasting sunscreen and frequent hydration is essential. Please discuss with your son/daughter the importance of frequent application of sunscreen as we don’t want any cases of sunburn or sunstroke.

Electronic Equipment
An important part of the Outdoor Education philosophy is that Students undertake adventure-based activities in a wilderness setting where they can fully focus on the challenges and opportunities for personal and social development with which they are provided. In this type of learning environment it is detrimental and distracting to have electronic devices such as phones and personal music devices. Staff will have emergency communication available (such as satellite phones) at all times during programs. Should you need to communicate with your son/daughter during these times it should occur through the contact persons who will be identified in the program information. It would be appreciated if parents could support us in this matter by ensuring such devices are not brought on programs and activities.

Behavioural Expectations
During adventure-based activities it is essential that teaching Staff get full compliance from Students for safety reasons. We therefore ask that parents take the time to read through the following Code of Conduct for Outdoor Education and sign where indicated, to show support for the type of reasonable, safe behaviour that is expected of Students enrolled in Outdoor Education. Please sign and return this contract to the College along with the permission form by Tuesday February 16th as we will soon be starting units involving off-campus travel and activities.

Please do not hesitate to contact me at the College with any questions you may have.

Yours sincerely

Mr Sam Cramer, Outdoor Education Teacher/Coordinator
Outdoor Education Agreement

Date______________

I agree to abide by the following Code of Conduct for behaviour in Outdoor Education.

- I will listen to and follow all instructions given to me by the teacher at all times. I realise that this is for my own safety and that of the other Students in the class.
- I will stay with the class group during all activities, except where directed by the teacher.
- I will use positive and respectful communication when interacting with both fellow Students and the teacher at all times.
- I will use school equipment with respect and consideration for others.
- In the outdoor environment, I understand the need to follow the Minimal Impact Practices that I have learned in class.

In signing this agreement I realise that if I disregard any of these guidelines I may miss out on future practical sessions and programs, or be sent home from a program.

I realise that these guidelines are essential for myself and others to participate in Outdoor Education safely and to maximise the learning opportunities given to me.

Student signature________________  Print Name:________________________
Parent signature _________________  Print Name:________________________
Teacher signature ________________  Print Name:________________________

Attn: Mr S. Cramer         9-1 OE SCR  Permission Slip  Rtn by: Tuesday 16th February 2016

I…………………………………………….. have read the letter (reference number: 9L1OE04022016) and attached timetable of field trips and overnight programs and give my son/daughter ………………………………………………… from Home Room: ……………………… permission to participate in all practical activities that are run off-campus as a part of the MacKillop College Year 9 Outdoor Education program in 2016.

Term 1:
- Surfing at Clifton or Park Beach Wednesday 17 February 2016
- Surfing at Clifton or Park Beach Wednesday 2 March 2016
- Surfing at Clifton or Park Beach Friday 11 March 2016
- Bushwalking at Meehan Range Wednesday 16 – Thursday 17 March 2016
- Coaststeering at Kingston and Blackmans Bay Wednesday 16 March
- Maria Island Bushwalk Wednesday 6 – Friday 8 April 2016

In the event of an accident I understand that treatment is at the teacher's discretion and an ambulance, first aid, or doctor may be sought and treatment administered. I have updated my son/daughters medical information and will advise the school if there are any changes.

Parent/Guardian Signature: ………………………………………..Date:……………………………………..
To provide a broad range of Outdoor Education activities, environments and opportunities to our students.

Venue:

Due to the need to find suitable conditions for each activity in Outdoor Education, several possible venues are listed in the table below.

Water activities can also be included in our outdoor excursions and Water Safety Qualifications are held by relevant MacKillop Catholic College staff.

Specific Activity Information:

<table>
<thead>
<tr>
<th>ACTIVITY</th>
<th>DATE</th>
<th>TIME (period)</th>
<th>TRANSPORT</th>
<th>VENUE</th>
<th>GEAR</th>
<th>SUPERVISOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Surfing</td>
<td>17-02</td>
<td>10:50-1:40</td>
<td>School bus</td>
<td>Clifton Beach or Park Beach</td>
<td>Wetsuit (if you own one), food and drink.</td>
<td>Sam Cramer and Laura Robinson</td>
</tr>
<tr>
<td>Surfing</td>
<td>2-03</td>
<td>11:00-1:30</td>
<td>Coal River Coaches</td>
<td>Clifton Beach or Park Beach</td>
<td>Wetsuit (if you own one), food and drink.</td>
<td>Relief teacher and Coastrider staff</td>
</tr>
<tr>
<td>Surfing</td>
<td>11-03</td>
<td>11:00-1:30</td>
<td>Coal River Coaches</td>
<td>Clifton Beach or Park Beach</td>
<td>Wetsuit (if you own one), food and drink.</td>
<td>Relief teacher and Coastrider staff</td>
</tr>
<tr>
<td>Meehan Range introduction to basic Outdoor Education skills and knowledge</td>
<td>16→17/03</td>
<td>Afterschool Wednesday until Thursday morning before school.</td>
<td>Walking</td>
<td>Meehan Range Nature Recreation Area</td>
<td>Students will be notified closer to the date.</td>
<td>Sam Cramer and Laura Robinson</td>
</tr>
<tr>
<td>Coasteering</td>
<td>16-03</td>
<td>10:50-3:00</td>
<td>School Bus</td>
<td>Kingston to Blackmans Bay</td>
<td>Wetsuit (if you own one), shoes that can get wet, food and drink</td>
<td>Sam Cramer and Laura Robinson</td>
</tr>
<tr>
<td>Maria Island Bushwalk</td>
<td>6→8-04</td>
<td>7:00 am 6-04 → 6:00 pm 8-04</td>
<td>School bus, Maria Island Ferry Co.</td>
<td>Maria Island</td>
<td>Students will be notified closer to the date.</td>
<td>Sam Cramer and Laura Robinson</td>
</tr>
</tbody>
</table>

Cost: nil
**Food/Equipment/Clothing:** HPE Uniform, wet suit (if your son/daughter can access one, otherwise the school can supply them) and recess/lunch (they Students will be informed if this is required). More detailed information will be given to the students for the overnight programs.

**Medical Issues:** Please ensure that your son or daughter’s health information has been updated to ensure proper preparation for the safety of the students. All necessary medication needs to be brought on the overnight programs and field trips. Please ensure that your son/daughter is equipped to avoid sunburn. A hat, proper clothing, good, water-resistant, long-lasting sunscreen and frequent hydration is essential. Please discuss with your son/daughter the importance of frequent application of sunscreen as we don’t want any cases of sunburn or sunstroke.

**Emergency Arrangements:** I will also have First Aid kit and emergency communication available at all times during the program.

**Contact Arrangements:** Please note that this contact is only for matters of the utmost urgency: 62450099

**Use of External Contacts:** - Coastrider Surf Academy – 0419 324 921        - Maria Island Ferry Co. – 0408 252 926