



BRIDGETOWN CAMP SCHOOL

“We make learning fun”

A unique residential camping experience in a country setting.

We are specialists in Outdoor Education, Values Education, Health Education and Environmental Science programs for primary school children.

Name of your organisation	Bridgetown Camp School
Location/Contact DOE details	90 Roe Street, Bridgetown, 6255
Physical Address	08 97611691
Phone Number	0427980926
Mobile	08 97611866
Fax Number	Bridgetown.CS@education.wa.edu.au
Email Address	www.bridgetowncampschool.wa.edu.au
Website Address	Colin Bygraves – Camp School Manager
Contact Person	
Educational Purpose of the Excursion	
<p>We believe that the communal living environment, away from the students home and school, is ideal to develop outcomes relating to Health Education, and Values Education, especially those relating to:</p> <ul style="list-style-type: none"> • Self management skills; • Interpersonal skills; • Self esteem; • Respect and concern for others and their rights; and, • Social and civic responsibility. <p>A number of Outdoor Education programs, incorporating activities such as canoeing, cycling, raft making, and a challenge course, are available which further help develop these skills and values.</p> <p>Environmental responsibility is another core value we promote. The Bridgetown Camp School is renowned as the states most established working example of Permaculture Education in action. Feeding chickens, ducks, geese and turkeys; collecting eggs; tending the worm farm; and picking fruit, nuts, berries, and herbs from the extensive “food forest” (orchard) are all part of campers duties.</p> <p>In addition, a wide range of excursions, including Lucieville Farm, and incursions, such as Djembemoves Drumming, are offered which help achieve outcomes across all learning areas.</p>	

Environment

Bridgetown is a picturesque town, nestled in the green rolling hills of the Blackwood River Valley, 272 kms (just 3 hrs) south of Perth. The landscape is a rich mix of forest, pasture and cropping land, interspersed with semi rural hobby farms and timber plantations. Being central to four shires: Boyup Brook, Nannup, Donnybrook, and Manjimup, and with Bunbury, Busselton and Pemberton only one hour away, the Bridgetown Camp School is an ideal base to explore the South West.

Set on 10 acres in the town boundary, the camp school, up until 1978 the regions hospital, has 14 dormitories of varying sizes bedding up to 97, a communal dining room, tv / dvd room, visiting staff room, kitchen, ablutions and laundry, all conveniently located under the one roof.

The camp meets all the DOE requirements for residential camps; see DOE's *Excursions Policy and Procedures*:

<http://www.det.wa.edu.au/policies/detcms/policy-planning-and-accountability/policies-framework/policies/excursions-policy-and-procedures.en?cat-id=3457100>

, including:

- The dormitories are well ventilated.
- The facilities are clean.
- There are adequate ablutions for 72 people.
- The camp is in good repair. Works are supervised by the Department of Finance, Southern Region.
- Emergency lighting is installed in all buildings.
- Illuminated exit points from all buildings are installed.
- All buildings have hard wired smoke detectors and are connected to an emergency warning system linked to the DOE's Central Office security.

The site has (limited) wheel chair access and toilet facilities for the disabled.

Transport

Transport is the responsibility of the school. The camp school will arrange, on request, local buses, however, most of these need to work around their school bus run commitments.

It is strongly recommended, however, that a coach/bus stay for the duration of the camp, especially during bushfire season.

Students' Capacity

The camps programs are ideal for year six students.

A full description of all activities is provided on the camps website:
<http://www.bridgetowncampschool.wa.edu.au> and in the Information Package.

All activities are conducted in accordance with the DOE's *Excursions Policy and Procedures*:

<http://www.det.wa.edu.au/policies/detcms/policy-planning-and-accountability/policies-framework/policies/excursions-policy-and-procedures.en?cat-id=3457100>

; and, Outdoor Education and Recreation Activities: *Procedures and Guidelines*:

<http://www.DOE.wa.edu.au/curriculumsupport/healthandphysicaleducation/DOEcms/portal/>

The Teacher-in-Charge needs to brief the Camp Manager on: any specific outcomes being sought; and on the special requirements of all participants.

Supervisor/Supervisory Team

Whilst camp staff may instruct, lead, demonstrate or assist in an activity, the Teacher-in-Charge is responsible for overall group supervision and discipline.

External Provider Information

The camp is part of DOE and as such is NOT an external provider. All staff are DOE employees and are fully qualified to meet all DOE policy requirements. All staff have the required DOE clearances.

External provider details for excursions and camp activities are provided in separate documentation.

The camps public liability insurance is managed and administered by the Insurance Commission of Western Australia. Certificate of Currency number R/20-6879. Limit of liability \$300,000,000.00.

Supervision Strategies

Any deviation from the departments recommended level of supervision for residential camping needs to be made in consultation with the Camp Manager.

The recommended level of supervision for **residential camping** and **base camping** is:

- Years 1-3 one supervisor for every six students
- Years 4-7 one supervisor for every nine students
- Years 8-12 one supervisor for every eleven students

(Note: External bus drivers and camp school staff are not to be included in staff/student ratios.)

There are dormitories specifically dedicated to supervisors which should preclude the need for supervisors to share dormitory accommodation with students. Separate ablutions are available to supervisors.

The Teacher in Charge will need to establish and monitor supervision strategies for students.

Identification of Excursion Participants

All groups will have exclusive use of the camp school unless they have agreed otherwise.

Camp staff are introduced to participants on arrival.

The camp has 60 neoprene wrist bands to identify participants if needed.

All visitors to the camp are required to report to the office on arrival.

Communication Strategies

Schools are expected to provide their own mobile phone and inform the camp of the number (see Camp Return Form).

The camp has landline and 3G mobile telephone communication. Hand held, line of sight; UHF radios are also available for use.

Emergency Response Plan

The camp's information package includes a detailed Emergency and Critical Incident Management Plan and a stand alone Bushfire Response Plan.

In the case of an internal fire, smoke detectors activate sirens located throughout the building and are connected to an emergency warning system linked to the DOE's Central Office security.

Evacuation strategies and assembly points are clearly identified and are outlined to all visiting schools during the camp orientation.

The Camp Manager and staff will manage any on site emergency during normal hours. After hours this responsibility is delegated to the Teacher in Charge. Telephone access is provided and the DOE Central Office Incident Centre is available 24 hours a day – 9264 4416.

The Teacher in Charge is required to have up to date student medical information with them at all times. They are also required to provide a list of students and staff to the Camp Manager on arrival.

Briefing Students and Supervisors

During the orientation camp staff will detail:

- in and out of bounds areas;
- methods of calling campers to assembly; and,
- the location of the visiting staff room and teachers / adult dormitories.

The Camp Manager will brief all visiting students and staff during the camp school orientation on:

- roles and responsibilities of students, supervisors and camp staff;
- duties;
- location of equipment and facilities and services available;
- specific rules and appropriate use of any equipment and facilities;
- in and out of bound areas;
- emergency procedures, signals and assembly points.

It is the Teacher in Charge's responsibility to ensure all participants arriving late are briefed on the facilities, evacuation strategies and assembly points.

Other Relevant Details

Schools are responsible for providing information to parent/caregivers for their consent in accordance with the DOE policy *Excursions Policy and Procedures*

<http://det.wa.edu.au/policies/detcms/policy-planning-and-accountability/policies-framework/policies/excursions-policy-and-procedures.en?cat-id=3457100>

This policy includes:

- Student Health Form;
- Information Form for Parent/Guardian; and
- Parent/Guardian Consent Form.

Bridgetown CS information package and website <http://www.bridgetowncampschool.wa.edu.au>

contains:

- Parent Information Form;
- Parent Consent and Contract Form;
- Medical and Water Based Authority form;
- Safety and Behaviour Policy;
- Media Permission form;
- Video Permission form; and a,
- Clothing and Equipment Checklist.

Special dietary and cultural requirements need to be included on the “Camp Return Form”.

This information is valid until 31 January 2018