

EXCURSION MANAGEMENT PLAN FOR NEARER TO NATURE MARINE PARK EDUCATION

PURPOSE OF THE EXCURSION

The Department of Conservation and Land Management's Nearer to Nature program provides opportunities for groups to participate in unique, engaging guided activities in the Shoalwater Islands Marine Park adjacent to Point Peron Camp School. The activities are based around all aspects of the coast from sandy beaches to rocky shorelines. The activities focus on the structure of the various environments that are found on the coast and the animals and plants that inhabit them.

1. ASSESS THE RISKS

1.1 Assess the environment

The activities are conducted at the Point Peron Camp School and the surrounding Shoalwater Marine Park. Staff qualifications, supervision, safety procedures and equipment are in accordance with Department of Education and Training water based excursion guidelines.

A portable toilet is set up on the oval for the groups use.
The camp school facilities are also available if need be.

1.2 Assess the transport arrangements

The activities are conducted at the Camp School and areas within walking distance of the Camp School. CALM staff and the Camp School have a vehicle.

1.3 Assess the student's capacity

The content of the activities can be adjusted to suit the age or type of group from lower primary to senior school students. Each activity lasts for approximately 1 hour and caters for a maximum of 32 participants.

The school would need to provide a wheel chair accessible to the beach for disabled students to do the beach based activities.

1.4 Assess the capacity of the supervisory team

The Teacher in Charge is responsible for participants supervision at all times. CALM staff may instruct, lead, demonstrate or assist in an activity but the teacher in charge is responsible for overall group supervision.

All staff are highly trained and experienced professionals who have a passion for and deep understanding of the marine and coastal environments. All CALM staff:

- are studying or have a Degree in Marine Science.
- have Surf Rescue or Bronze Medallion qualifications in line with Department of Education and Training water excursion guidelines.
- have a current Senior First Aid Certificate
- have undertaken the Department of Education and Training Screening Process and hold current Federal Police Clearances.

The Department of Conservation and Land Management Public Liability Insurance is managed and administered by Risk Cover. Certificate of Currency number R 20-6935 Limit of Liability \$200,000,000. A copy is kept on file at the Camp School.

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1.5 Assess the involvement of external providers

Any volunteers or work experience students working for CALM are registered volunteers with the necessary police clearance, senior first aid and water qualifications.

2.0 ESTABLISH SUPERVISION STRATEGIES

The Teacher in charge will establish and monitor supervision strategies for students.

3.0 DEVELOP MEANS OF IDENTIFYING EXCURSION PARTICIPANTS

CALM staff are clearly identified by their uniforms.

A list of students and staff should be with the teacher and a copy at the Camp School.

4.0 PROVIDE INFORMATION AND SEEK CONSENT

Visiting schools are responsible for providing information to Parent/caregivers for their consent in accordance with DET policy *Excursions Off School Site Activities*

5.0 DEVELOP COMMUNICATION STRATEGIES

Point Peron Camp School has landline and mobile telephone communication. The CALM instructor has a mobile phone and can contact or be contacted by the Camp School if the need arises.

6.0 EMERGENCY RESPONSE PLAN

CALM have an Emergency Response Plan in place a copy is kept on file at the Camp School. For any major emergencies that may require evacuation of the site (for example fire) groups would assemble back at the Camp School and follow the Point Peron Camp School Emergency Response Plan.

7.0 BRIEF STUDENTS AND SUPERVISORS

The CALM staff will brief all participating students and staff at the beginning of the activities on:

- Roles and responsibilities of students and supervises;
- Location of equipment and facilities and services available;
- Consequences of breaching standards or policies;
- In and out of bounds areas;
- Emergency procedures, signals and assembly points;
- Methods of communication.

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

8.0 RETAIN EXCURSION RECORDS

This is the responsibility of the school.

9.0 GAIN APPROVALS

This is the responsibility of the school.

