



Whangaparaoa College

Learning and Activities Outside the Classroom Policy

Updated: April 2018

1) Learning and Activities Outside the Classroom

- a. Whangaparaoa College will challenge all learners, through a range of opportunities, to maximise their potential as outstanding individuals, and as members of the school and the wider community. As part of this mission, all learners will be exposed to learning and activities outside the classroom, which may include, as funding permits, overseas trips.
- b. Teachers and faculty across all years and disciplines will actively explore opportunities to enhance learning through activities and education outside the classroom (EOTC). Faculties not able to offer EOTC opportunities must seek exemption from the principal.
- c. Learners from year 7 through 13 will be exposed to a minimum 3 opportunities to participate in overnight camp organised by the College. We aspire to create at least one of these overnight camping opportunities in years 7 or 8.

2) Overseas Trips

- a. “Overseas” typically means territory outside New Zealand.
- b. Any faculty, parent group or teacher may instigate an overseas trip. However, overseas trips must be proposed and presented to the principal three terms before the proposed departure date, and subsequently gain approval in principle from the Board prior to any commitments (financial or otherwise) being made.
- c. The Board, when making a decision on overseas trips, will take advice from the principal in relation to the balance of trips and timing; safety, risks and risk mitigation; cost; an appraisal of learner benefits; and the composition of learners, parents and staff who will be part of the overseas trip.
- d. All overseas trips must be self-funding and have a neutral budget impact.
- e. Any significant deviation from what has been approved by the Board has to be resubmitted to the Board for re-approval.

3) Compliance to Policy and Ministry EOTC Guidelines

- a. All persons must adhere to the College's Health & Safety Policy and supporting procedures when undertaking learning or activities outside the classroom.
- b. All EOTC, including overseas trips, must also adhere to guidelines set forth by the Ministry of Education and made available at eotc.tki.org.nz/EOTC-home/EOTC-Guidelines. These include guidelines for health and safety, planning, staffing and supervision, emergency preparedness, decision-making, legal responsibilities and best practice. Any person planning EOTC, including overseas trips, must read and adhere to the Ministry guidelines, as published at the time the EOTC is planned and undertaken.

4) Policy Review

- a. We will review and revise this policy as required and within at least 3 years of its publication date (above).