



Tumut High School Policy Document

"THS supports a SAFE learning community which develops RESPECTFUL and RESPONSIBLE citizens"

Europe Excursion Policy

RATIONALE

Tumut High School conducts an annual excursion to Europe for interested Year 12 students. The bulk of this excursion occurs during the Easter school holiday break. In accordance with the Department of Education's expectations the number of school days included is kept to a minimum, and all activities are planned with sound educational outcomes in mind.

Audience and Applicability

The Europe excursion is offered to all eligible Year 11 students for travel in their final year at THS. Eligibility is determined in consultation with the School Principal, Europe Coordinator, Trip Leader and Senior Student Advisor. Students can apply for financial assistance to travel through the philanthropy of the Blakeney Millar Foundation.

All staff at THS are invited to apply for inclusion as Co-leader or student supervisor. Generally the Co-leader will be the leader in the following year. Application is completed through an Expression of Interest process. Staff who have not travelled previously will be given preference for supervisory roles.

IMPLEMENTATION

Community Support

As the original proposing body, the Blakeney Millar Foundation (BMF) and its representatives contribute through:

- Funding staff travel costs
- Partial or complete funding of travel costs for eligible students who apply for assistance
- Funding of activities as agreed to prior to travel, e.g. ascending the Eiffel Tower
- Assistance by way of suggestions and advice for travel
- Establishing links with government and overseas bodies which can enhance the student experience

Responsibility and Delegation

Responsibility for the organisation of the Europe trip rests with the nominated Trip Leader and the SAM who will:

- Develop itinerary, make bookings and payments, develop documents, letters and necessary forms
- Liaise with the Principal, Europe Coordinator, BMF, parents, students and staff as well as travel providers, and overseas bodies
- Complete Department of Education requirements and paperwork
- Delegate tasks to travelling staff and students as required

Monitoring and Evaluation

The Tumut High School Europe Trip is an evolving process which is evaluated each year with regard to educational outcomes, staff professional learning, and student satisfaction, responsibilities and safety. Each year variations are made to ensure the most effective and worthwhile experiences are included.

Related Department of Education Policies & Documents

Excursions Policy, 2014:

https://detwww.det.nsw.edu.au/policies/student_admin/excursions/excursion_pol/PD20040010_i.shtml?level=Schools&query=excursions

Excursions policy Implementations Policy, 2014:

https://detwww.det.nsw.edu.au/policies/student_admin/excursions/excursion_pol/implementation_1_PD20040010_i.shtml?level=Schools&query=excursions+overseas Reference: *Overseas Excursions - Advice and Application Pack*

Behaviour Code for Students, 2015:

<http://www.dec.nsw.gov.au/about-the-department/our-reforms/supported-students-successful-students/behaviour-code-for-students>

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