



Wesley Out of School Hours Care Policy

Excursions

1. Purpose

Wesley Out of School Hours Care (Wesley OOSH) acknowledges the value of relevant excursions in allowing children to gain a greater insight into the community in which they live and to learn from these experiences. Our service will actively seek to minimise any risks associated with excursions and respond promptly and appropriately to any emergency whilst on an excursion.

2. Scope

This policy applies to the staff, educators, families, children and visitors of Wesley OOSH as required by the following Regulations and Standards.

National Quality Standard

QA2	2.2	Each child is protected
	2.2.1	At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard
	2.2.2	Plans to effectively manage incidents and emergencies are developed in consultation with relevant authorities, practised and implemented

National Law(s) and National Regulations(r)

r99	Children leaving the education and care premises
r100	Risk assessment must be conducted for excursion
r101	Conduct of risk assessment for excursion
r102	Authorisation for excursion
r168	Education and care service must have policies and procedures
s165	Offence to inadequately supervise children
s167	Offence relating to protection of children from harm and hazards

My Time, Our Place

LO1	Children feel safe, secure, and supported
LO2	Children are connected with and contribute to their world
LO4	Children are confident and involved learners



3. Policy statement

Wesley OOSH will plan excursions to extend the educational programming of the service. Excursions are designed to allow children to explore their physical and social environment, including their local community, away from the service's premises. Parental permission will be sought for all excursions and each excursion will be carefully planned with a risk assessment completed. The risks will be assessed following guidance from our Risk Management Policy.

When planning excursions, educators will take into consideration experiences that encourage children to investigate ideas, solve problems and use complex concepts and thinking, reasoning and hypothesizing and to transfer and adapt what they have learned from one context to another.

4. Principles

Wesley OOSH aims to provide children of the service opportunities to explore their physical and social environment, including their local community through planned excursions away from the services premises.

5. Responsibility and policy owner

The policy owner is the General Manager, Wesley Health, Conferences and Education. The owner is responsible for implementing the policy and achieving the desired outcomes. Wesley OOSH employees shall adhere to this policy.

6. Consultation & Approval

This policy has been developed in consultation with key stakeholders including families and the community, the Head of Wesley OOSH, Area Manager/s, Wesley OOSH, Centre Coordinator/s, Wesley OOSH and the Quality, Risk and Compliance Coordinator, Wesley OOSH.

This policy has been approved by General Manager, Wesley Health, Conferences and Education.