RATIONALE
An excursion is an integral part of the school’s curriculum. It is a learning experience external to the school site and approved by the principal. Since excursions offer enrichment to the planned curriculum, all students within the specific learning group should be given the opportunity to participate unless exceptional circumstances exist.

OUTCOMES
Children will:
- Gain educationally from external visits;
- Broaden their horizons within and beyond the immediate community;
- Gain enrichment for in-school activities and/or be provided with springboard experiences for units of work.

IMPLEMENTATION
- All excursions must be approved by the Principal or, if outside Australia, by the Regional Director.
- Parents are to be informed of full details of any excursion in writing and signed consent forms obtained before students are allowed to participate.
- Where financial hardship is understood to be the reason for non-participation, the school will endeavour to provide financial assistance.
- In the small school situation at Gundaroo it is seen appropriate to sponsor families of more than 2 children for each excursion.
- Where possible, public transport should be utilised (eg bus). Where this is NOT feasible (eg small group excursion) private motor vehicles may be used under the following conditions:
  1. Licence of drivers is valid;
  2. Car registration is valid (therefore Third Party Insurance);
  3. Parents have prior knowledge of arrangements.
- To comply with the above, a register will be established annually of eligible parent drivers and cars and maintained in the school’s records. Licences and registration documents will need to be sighted on an annual basis.
- All excursions involving water activities or overnight stays must be accompanied by a member of staff who possess a current cardiopulmonary resuscitation and emergency care qualification.
- All other excursions must have a staff member with emergency care qualifications;
- A record of all excursions held must be maintained.
- Parents sign a general consent form to cover brief, local, spontaneous educational activities will arise from time to time.