



OFF-SITE ACTIVITIES & RISK OF BUSHFIRE POLICY

As part of FCS's commitment to Child Safety the Principal must ensure that appropriate emergency and risk management planning is undertaken for off-site activities.

All off-site activities will be approved by the Principal. This will include all planning for students with medical requirements (e.g Anaphylaxis).

A Risk assessment will be conducted for all camps, and activities that are assessed as being of High or Extreme risk to identify potential risks and appropriate emergency procedures. This will include all planning for students with medical requirements (e.g Anaphylaxis).

Whilst FCS is not at risk of Bushfire, this must be a consideration when undertaking a risk assessment and planning for an off-site activity. The Principal will review the planned excursion ahead of the departure date and if there is any risk of fire due to weather conditions, the excursion will be cancelled and parents/carers notified.

Parents/carers will be advised of the telephone numbers (both during and outside school hours) for the designated school contact person in the event of an emergency. During the excursion, if parents have reason to believe an emergency may have occurred (such as a media report) they will be informed that in the first instance they should call the school contact person and not personnel on the excursion as this will keep the telephone lines free at the excursion site.

Arrangements for communicating with parents in the event of an emergency, cancellation or recall of the excursion will be made as part of the excursion plan.

In the event of an emergency, accident or injury, staff on the excursion should:

- take emergency action (as specified for the particular activity)
- immediately notify the Principal.

This Policy should be read with Student Medical Policy and Excursion and Camp Risk Assessment Form.



Policy Endorsement

This Policy has been endorsed by the FCS Governing Body.

Date: September 2023

Review Date: September 2025

Review Cycle. Every 2 years.

Exceptions: This Policy may be reviewed earlier than the date stated subject to circumstance