



# Excursion Policy

DATE: May 2021

REVIEW DATE: May 2022



*proud history ... great future*

**Our Goal for the Boulder Primary School Community:**

At Boulder Primary School, a key responsibility of our staff and community members is to keep our students safe. The right to feel safe, at all times, is a key right of our students.

**Background**

The Department is committed to achieving a balance between protecting students from an unreasonable risk of harm and encouraging students' independence and maximising their educational opportunities.

All Department of Education (the Department) employees have a duty of care to protect students from risk of harm that can reasonably be foreseen when students are involved in all school activities, whether on or off the Department site.

**Policy Statement**

Boulder Primary School staff apply appropriate risk management strategies to reduce the foreseeable risk of harm to students during all school activities conducted on and off Department sites.

**Policy Rules**

All staff that engage in an excursion are aware of the appropriate excursion management application form.

The High Risk Excursion Application Form is the requisite plan for any water based excursions or excursions outside the Kalgoorlie-Boulder City Limits. The Low Risk Excursion Application form is the requisite plan for all other excursions.

**Responsibility for Implementation and Compliance**

Implementation of this policy is the responsibility of all employees. Line managers are responsible for compliance and monitoring.

**Scope**

This policy applies to all employees.

**Related Documents**

[\*Duty of Care for Public School Students Policy and Procedures\*](#)

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