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# Parent/Guardian & Student Booklet

## Summer Programs



1 Black Possum Road, Bogong, 3699  
ABN: 27 819 095 091

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An online version of this booklet can be downloaded at [www.outdoorschool.vic.edu.au](http://www.outdoorschool.vic.edu.au)

Parents/guardians should read this booklet with their child/ward prior to attending the parent information session. All relevant documents should be read, completed and signed prior to students commencing the program.

## What Will Students Learn at Bogong?

The learning intentions for our 'It's up to me' program are:

- ☼ Students develop an understanding of self, responsible decision making, plus managing relationships and learning more effectively.

The learning intentions for our 'Working Together' program are:

- ☼ Students develop an understanding of others, establishing positive relationships, working effectively in a team and managing challenging situations.

Parents/guardians should read this booklet with their child/ward prior to attending the parent information session. All relevant documents should be read, completed and signed prior to students commencing the program.

## About Bogong

Outdoor School - Bogong Campus, is a school staffed and funded by the Department of Education and Training (DET). We provide programs for Years Prep-12 students from Government Schools throughout Victoria. The Bogong campus is situated in Bogong Village, North-East Victoria. This is located 16 km from Mount Beauty and 15 km from both the Falls Creek ski resort and the Bogong High Plains. Bogong Village is surrounded by the Alpine National Park. Bogong is 380 km from Melbourne and takes around 6 hours to get there by bus.

# RESPECTFUL RELATIONSHIPS

### Respectful Relationships - Statement of Commitment

- We commit to action that promotes gender equity & respectful relationships.
- We will model respectful relationships between peers and all members of the school community.
- We will speak out about sexism, gender inequity and gender stereotypes.
- We will provide a safe, inclusive and supportive environment.
- We will provide a structural and cultural environment that promotes gender equity.

# Important Parent Information

The program will contain activities and events which are different from those experienced at school. Qualified and experienced teachers are responsible for the supervision and teaching of all adventure activities and necessary precautions are taken to minimise the possibility of injury.

Parents/guardians should understand however, that all the listed activities do carry risk of physical injury and that accidents can, and do occur. However, Outdoor School has an active and ongoing risk management program whose objective is to provide a safe and effective environment for students and staff.

Activities may include bushwalking, climbing/abseiling, mountain biking, orienteering/rogaining, canoeing, pioneering, high ropes, creek walking, and the sensory trail course. Many of the activities are conducted in remote locations subject to severe weather and other natural hazards. In the event of injury or illness, communications or emergency services may be limited or not available for periods of time. This may result in delays in injured/sick group members accessing more definitive care. It is important that students are appropriately insured for medical treatment as the Outdoor School, being a State Government School of Victoria, does not have any insurance to this effect.

## Before Coming You Must Organise

### **Code of Cooperation** (See page 4)

- This must be read and agreed to by the parents/guardians and student.

### **Bogong Consent Form** (Handout)

- Must be read by parents/guardians and students, and then signed by both in conjunction with reading the Code of Cooperation.
- These must be returned to the teacher organising your program as soon as possible.

### **Bogong Medical Forms** (Handout)

- These forms must be completed and signed indicating the students' current medical status with any information requiring specific attention or treatment (e.g. allergies, medications being taken).
- Asthmatic students must bring all medications for their condition to Bogong. AND complete the attached School Camp and Excursion Asthma Update Form and attach a copy of their Asthma Action Plan. For a copy of any of these Asthma Action Plans, please visit our website at [www.outdoorschool.vic.edu.au](http://www.outdoorschool.vic.edu.au) under Forms and Information Booklets.
- Students with allergies are to complete the attached Allergic Reactions Action Plan.
- Students that have Anaphylaxis reactions **must** complete the attached Epipen Anaphylaxis Action Plan.

### **Personal Clothing and Equipment** (See page 5)

- Please read through the list ahead of time and pack all the clothing and essentials to be well organised for the program. Also outlined is the equipment Bogong supply.

# School Values

## SCHOOL VALUES



### RESPECT

- Acting fairly with care and compassion
- Actively listening and acknowledging perspectives of others
- Showing empathy toward others

### INTEGRITY

- Being honest in all interactions
- Being a person who is reliable, dependable and trustworthy
- Showing responsibility for own and accountability around others' actions

### COMMUNITY

- Establishing and maintaining genuine, positive and supportive relationships
- Celebrating and valuing all people in an inclusive manner
- Acknowledging and working collaboratively with a shared meaningful vision

### EDUCATIONAL EXCELLENCE

- Being optimistic and positive
- An adventurous inclination to initiate and undertake new & daring challenges
- Resilience in adapting to challenges and adversity in a range of situations

# Student Code of Cooperation

## Guiding Principles

- To ensure that the rights of all individuals are protected whilst at Bogong, and to and from the Bogong.
- To establish the best possible learning environment.
- To ensure that breaches of the code of cooperation are treated in a fair and consistent manner and within the expectations of staff and students.

Rights	Responsibilities & Expectations
All individuals and their property are to be valued and treated with respect.	All students should treat one another, staff and property with respect.
All individuals have the right to a safe, secure and cooperative working environment in which participation, risk taking and confronting challenges are encouraged.	All students should act and behave in a way which does not endanger, intimidate or interfere with the participation of others.
All individuals have the right to privacy.	All students should respect others rights to privacy.
Staff should be able to perform their duties in an atmosphere of order and cooperation.	Students should comply with instructions given by any members of staff and should willingly participate in the daily routine of the School.
Staff, students and the natural environment have the right to exist in a healthy and environmentally considerate atmosphere.	All students should conduct themselves in a healthy and environmentally friendly manner towards other students, staff and the natural environment.
Bogong expects support from all students, parents/guardians and staff in implementing this Code of Cooperation.	All students should behave according to this code and accept the consequences if it is breached. All staff should fairly, reasonably and consistently implement this code. Staff and parents/guardians of participating schools should support Bogong in implementing the Code of Cooperation.

## Specific Rules at the School

To respect the rights and expectations of all individuals at the school the following forms of behaviour are considered a breach of the code and are therefore unacceptable:

- Bringing cigarettes, alcohol, non-prescribed drugs, offensive weapons, and pornographic material.
- Using language which is offensive, sexist, genderist or racist.
- Fighting, bullying (physical, verbal, indirect or cyber) or any other forms of aggressive behaviour.
- Being in the lodges/room of a person of the opposite gender.
- Being in another student's room without permission.
- Leaving Bogong Campus boundaries without permission.
- Behaving in a manner which damages or vandalises the property of others or the environment.
- Climbing of trees, buildings or other structures without teacher supervision.
- Students bringing deodorant sprays.

### Personal ICT hardware such as phones, iPods and tablets are not to be brought to Bogong.

To maximise student learning we expect students to disconnect from all mobile devices for their time at Bogong. This allows students to engage with their peers, and the outdoor experience. Any mobile devices that are brought to Bogong, will be collected by Visiting Teachers upon arrival and stored in a secure place. If needing more information you may access a copy of our Personal Mobile ICT Devices Policy from our website via the following link <http://www.outdoorschool.vic.edu.au/policies/3699/>

## Implementation Process

The School has developed levels of appropriate responses and sanctions. Any breach of the Code of Cooperation will initiate a restorative approach. The staff will decide the appropriate level of action.

# Personal Clothing and Equipment

This list provides information on the types of the clothing and other essentials that you should bring. It also outlines the equipment supplied by Bogong.

## Clothing

- 1 set of thermal underwear (top and bottom)
- 2 warm jumpers (polar fleece or woollen preferred)
- 3 pairs shorts
- 2 pair of pants (tracksuit or quick dry)
- 4 T-shirts
- Bathers (Oct-April)
- Long sleeved shirt (sun protection)
- Solid walking boots or sneakers for activities (must be worn in). Not slip-ons
- Comfortable shoes (for around camp).
- Old runners/sandals for wet activities (not thongs).
- 5 pairs underwear
- 5 pairs socks (hiking socks should be long and warm).
- Pyjamas
- Warm gloves
- Beanie
- Sunhat (Broad-brimmed)

## Toiletries

- Soap, toothbrush, toothpaste, hairbrush, roll-on deodorant (**don't bring spray deodorant**).

## Linen

- Sleeping Bag for sleeping indoors at Bogong, (where applicable an Alpine Sleeping Bag will be provided by Bogong for overnight hikes)
- 1 pillow
- 2 towels

## Other Items

- Sunglasses & sunscreen
- Drink bottle
- Torch (small with new battery)
- Personal medical requirements
- Book for personal reading

## Bogong Supplied Gear

- Fitted sheet
- Waterproof jackets
- Waterproof over pants
- Gloves
- Lunch box and drink bottle
- Day-packs
- Specialist equipment (tent, sleeping bag, backpack, helmet etc.) are all provided.

## Please Note:

- All personal items and luggage should be clearly marked with the owner's name. The DET does not hold insurance for personal property brought to schools and it has no capacity to pay for any loss or damage to such property.
- Try to utilise clothes and other items you have at home rather than buying anything special for the program.
- Students are required to bring a cut lunch for their bus trip to Bogong Campus or have money to buy lunch along the journey.
- If travelling more than 2 hours, \$20 may be of value for meals en route. There is no facility at Bogong to spend this money.
- Outdoor School Bogong is a Sunsmart School. Students are encouraged to wear a hat and clothing with long sleeves and collars, to wear suitable sunglasses and to apply sunscreen.
- Students are not to bring deodorant sprays as they can set off the emergency fire alarm. Bring a roll-on deodorant instead.

# When You Are at Bogong

## **Physical Fitness for the Program**

The activities undertaken can be strenuous and it is strongly advised that students and visiting teachers undertake a **planned comprehensive fitness program** as part of their preparation for their time at Bogong.

## **Student Expectations**

The following should be made clear to students before their departure from school:

- Smoking, non-prescribed drugs and alcohol are strictly prohibited!
- Students will follow a tight program leaving them little free time.

Bogong is a school operated by the (DET), has a set curriculum and **is not a holiday centre**.

## **Accommodation**

Students and visiting teachers are accommodated in a two-story lodge. Twenty-eight students (two per room) and two visiting teachers (VTs- a single room each) can be accommodated on each floor. Each student's room is furnished with two single beds, mattresses (the school will supply the bottom sheet – students are to bring a sleeping bag & pillow). All buildings are heated and facilities include modern bathrooms, indoor and outdoor recreation areas, drying rooms and a dining room. Facilities (i.e. wheelchair ramps and specialised bathrooms/toilets) are provided for students with physical disabilities. Refer to the Outdoor School website for more information.

## **Catering**

Bogong employs a chef and an assistant who provide all meals and specifically cater for the tastes and appetites of teenagers. For catering purposes, the actual numbers of students and staff from each school needs to be confirmed well in advance with any special dietary requirements.

## **Sick Students**

Should a student(s) be unable to take part in the program, then a visiting teacher may be required to supervise them at the Campus. Bogong has a sick bay for dealing with first aid needs.

## **Telephone Calls**

Inward phone calls are received between 8.30am and 4.30pm. Outgoing calls may be made any convenient time by staff or students if needed. Students are discouraged from calling or receiving calls during the program. Bogong has an answering machine for times when the office is unattended. An after-hours phone number for emergencies is provided on the answering machine. All Bogong teachers have phones for safety during program.

## **Emergency Telephone Numbers**

Bogong Campus (Office)	03 5754 1732	Bogong Campus (Fax)	03 5754 1735
Principal – Tony Keeble	0417 541 732	Campus Principal – Roger Blackwell	0417 202 578
DET Office of Emergency Management – 24 hours		03 9589 6266	

## **Reports**

At the conclusion of the program, Bogong teachers will write reports for each student. Some programs may receive certificates.

## **Privacy, Student Engagement, Mandatory Reporting & Child Safe Policies**

Outdoor School has privacy, student engagement, mandatory reporting and child safe policies. These are available on the schools website at <http://www.outdoorschool.vic.edu.au/policies/3699/>

# Adventure Activities

Below is a brief description of some activities that maybe in your program. If you wish to view students participating in activities, please refer to our website. Many of the activities are conducted in remote and rugged locations and in environments subject to severe weather and other natural hazards. In the event of injury or illness, access to communications or emergency services may be limited or not available for significant periods of time. This may result in delays in injured or sick group members accessing more definitive care.

**Rock-climbing & Abseiling introduction** – An introduction to the techniques and skills of climbing and abseiling conducted on a number of artificial rock walls in and around the Bogong Campus. Students may be involved in belaying other students under active supervision and after training and assessment by teachers.

**Rock-climbing & Abseiling extension** - Students are taken to a site on the Bogong High Plains where they have the opportunity to extend the climbing and abseiling they have done at the Campus. This is normally done as a half day activity combined with a half day of bike riding.

**Orienteering** – Students are introduced to Orienteering (navigation using a map and compass). They progress from a simple course around the Campus to a more complex and challenging set of courses in the forest area around Bogong Village. Please Note: due to the nature of the activity, there are times when the students are not directly supervised by a teacher.

**Rogaining** - This is similar to orienteering. Students team up for a four to five-hour challenge to test themselves within a defined area on the Bogong High Plains. Students are briefed on safety and lost procedures, and carry radios monitored by teachers. This allows students to take on leadership, initiative, teamwork and responsibility in an alpine setting. Please Note: due to the nature of the activity, there are times when the students are not directly supervised by a teacher.

**Canoeing** - Canoeing is conducted on Lake Guy, which adjoins the Campus. The students are introduced to the basic methods of flat water canoeing to enable them to explore the lake environment.

**White Water Rafting** - This activity involves students paddling inflatable rafts on white water rapids, on rivers up to a grade 3 (moderate) standard. Students may be in a boat with an adult guide, or in a 'self-guided' boat, supervised by guides in support craft, depending on river conditions and educational goals. Rivers accessed include the Mitta Mitta and Snowy River, and some sections of these rivers are remote and difficult to access via vehicle or on foot.

**Creek Walking** - This involves students following a river bed upstream by moving from rock to rock, wading and walking along the river bank. It is done at Bogong Village in the Rocky Valley stream. It has ready access to areas above the normal flood line over the length of the activity.

**High Ropes** - Bogong has a well-developed High Ropes Course constructed in a forest setting adjacent to the Campus. The course was constructed after the 2003 bushfires and comprises 12 activities.

**Bike Riding** - Bike riding is conducted on the Bogong High Plains and in Mt. Beauty using existing trails. Instruction, practice session and bike check is conducted at the beginning of the session.

**Pioneering** - Pioneering is an initiative activity session where students are taught a number of knots and lashings that allow their group to solve the problem of crossing a low creek by constructing a simple bridge.

**Initiative Activities** - These activities develop initiative, trust, co-operation, group participation and self-confidence.

**Environmental Studies** - (Bogong Nights & Bogong's Backyard)

These sessions look at the ecology of the area and incorporate presentations and student practical work on the land use issues, history, flora, fauna, climate, water and geology associated with the Alpine environment. A blindfolded 'sense trail' in the bush is also used to introduce environmental concepts.

**Overnight Bushwalk** - Bushwalks are normally conducted on the Bogong High Plains. Students hike in groups of 12, accompanied by one Bogong Teacher and one Visiting Teacher. Walks can visit a number of historic cattleman's huts and environmentally sensitive sites en route. Students cook for themselves using lightweight stoves under supervision. Bushwalks are preceded by a hike preparation session where students discuss the bushwalk and are given information, training, equipment, and food required for a safe and enjoyable experience.

# Daily Outline

Whilst there may be some variation to times during the programs, here is a likely daily timetable. Your home school teacher will be emailed your timetable by the Program Manager in advance of your program. Below is a general guide for a typical day at Bogong during winter:

<b>7:00am</b>	Lights on and wake up
<b>7:30am</b>	Morning assembly #1
<b>7:35am</b>	Breakfast Hospitality Team & Student Action Team
<b>8:00am</b>	Breakfast
<b>8:30am</b>	Room clean up
<b>8:55am</b>	Morning assembly #2
<b>9:00am – 12:00pm</b>	Split in to learning groups for morning outdoor learning tasks
<b>12:20pm</b>	Lunch Hospitality Team
<b>12:30pm</b>	Lunch
<b>1:30pm</b>	Split in to learning groups for afternoon outdoor learning tasks
<b>4:30pm – 5:30pm</b>	Free Time
<b>5:30pm</b>	Dinner Hospitality Team
<b>5:45pm</b>	Pre-dinner education
<b>6:00pm</b>	Dinner
<b>7:30 – 9.00pm</b>	Evening learning activity session
<b>9.00pm</b>	Students into own lodge
<b>9:30pm</b>	Students into own room
<b>9:45pm</b>	Lights out

The visiting teachers (VTs) are responsible for the supervision of students between 10:00pm and 7:30am the next morning as there are no Bogong staff timetabled on.