Outdoor School – 15 Mile Creek

"Educating for Sustainable Living"

ABN: 27 819 095 091

outdoor.sch.fmcc@education.vic.gov.au

692 Benalla-Whitfield Road
Greta South, Victoria, 3675
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PARENT AND STUDENT INFORMATION

An online version of this booklet can be downloaded at **www.outdoorschool.vic.edu.au** This Parent & Student Booklet can be translated into various languages using the 'Translate' icon in the Review tab when opening in word.

IMPORTANT PARENT INFORMATION PLEASE READ

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, rafting, sledding, pioneering, creek walking, shelter making, woodwork, team initiative activities, working in the garden 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.

Parents/guardians are always very welcome to contact the Principal on (03) 5754 1732, or Campus Principal on (03) 5766 6247, should any further information be required.

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.

Information

Outdoor School is owned, staffed, and funded by the Department of Education and Training (DET) and provides programs for Years P– 12 students from Government Schools throughout Victoria.

Centre Location
Outdoor School, 15 Mile Creek (15MC) is located on the country of several aboriginal language groups, 220kms northeast of Melbourne and is nestled in a scenic rural valley in the foothills of the Great Dividing Range. Closest major centres are Wangaratta 42km & Benalla 32km. The 15MC property consists of 110 hectares of unspoilt bush adjoining state forest.

Program
Programs provided at 15 Mile Creek vary from school to school depending on the school's needs. The programs come under the following broad categories. Challenge and Grow, Leadership, Exploring Our Environment, Knowing the Environment, Special School programs and the Future Makers Program. All programs make extensive use of outdoor adventure activities as outlined below.

Programs include
Site based adventure activity programs, including activities such as:

- Archery
- Aquatics
- Bike Riding
- Bushwalking
- Rock-Climbing
- Initiatives
- Orienteering
- Flying Fox
- Bush Cooking and Bush Hut building as well as other outdoor educational pursuits.

Offsite extended trips camping in tents, as well as offsite extension activities such as canoeing and river activities on the King, Murray and Goulburn Rivers and Lake William Hovell.

Physical fitness for the program
The activities undertaken can be strenuous and it is strongly advised that students and visiting teachers have a reasonable level of fitness in preparation for their time at 15 Mile Creek.

Accommodation and Facilities:
Accommodation - Students will be accommodated in a shared bedroom whilst on program at 15 Mile Creek campus. Students and visiting teachers (VT's) are accommodated across four buildings as required, this includes two dormitories that are divided into smaller rooms of eight to twelve students, each dormitory can accommodate up to twenty students & a minimum of one visiting teacher in total. The other two separate accommodation buildings can accommodate from ten or fourteen students and a minimum of one visiting teacher in each. Accommodation buildings are furnished with bunk beds, mattress, and cover sheet. Students and VTs are required to bring their own sleeping bag and pillow. All abilities facilities (i.e. wheelchair ramps) are provided to some accommodation buildings. All accommodation buildings have heating and cooling.
Facilities -
15 Mile Creek has the following facilities available for use by students and staff while on program:-

- An amenities block consisting of two separate bathrooms, one bathroom has four cubical showers and four cubicle toilets and the other has four cubical showers, three cubical toilets and a urinal. There is a bathroom/toilet facilities in each of the separate accommodation buildings and a standalone all abilities amenities block containing 2 bathrooms/toilets.
- Two onsite laundries containing a commercial washing machines and clothes dryers, there is also a drying room onsite.
- Registered kitchen, dining room and indoor and outdoor recreation areas
- First Aid room containing essential first aid supplies and equipment. The first aid room has a single bed with linen provided. The first aid room is located in the main office building. When in use the first aid room is monitored by first aid qualified Outdoor School staff or visiting school staff.

Catering
Outdoor School employs a catering manager and a catering assistant who provide all meals and aim to specifically cater for the dietary needs, tastes and appetites of students. All dietary requirements can be catered for – please ensure you accurately complete the dietary information section on your child's medical form. During the program 15MC will provide all food and dietary requirements, students and visiting teachers should not bring any food to 15MC.

Outdoor School, 15 Mile Creek Staff
15MC is staffed and operated by the Department of Education and Training (DET). Currently the staffing profile consists of a Principal, Program Coordinator, nine Teachers, and Business Manager. 15MC also has a Facilities Maintenance Manager, Catering Manager and assistant, Grounds Person and a Cleaner.

Fees:
Please liaise with your home school contact teacher for details of the cost per student. If required please contact Outdoor School 15 Mile Creek on 03 5766 6247 or via email outdoor.sch.fmcc@education.vic.gov.au .

Reports
At the conclusion of the program 15 Mile Creek teachers will write reports for each student. Some programs may receive certificates.

Telephone
Inward phone calls are received between 8.30am and 4.30pm on the office line (03) 5766 6247Outdoor School has an answering machine in operation at times when the office is unattended. Outgoing calls can be made by visiting staff if necessary. Telstra mobile telephones generally have reception at the campus, other mobile telephone reception is limited in the area; all 15MC staff have mobile telephones and UHF radios for use during programs and satellite phones.

Student telephone use:

- Students are discouraged from calling home during the program.
- *Students are to leave their personal mobile devices at home, they are not required at Outdoor School* – Outdoor Schools Personal Mobile ICT Devices policy for students can be found on the website of by following this link http://www.outdoorschool.vic.edu.au/wp-content/uploads/2018/03/Personal-Mobile-ICT-Devices-Students.pdf
- If mobile phones are brought to Outdoor School, they will be collected and stored in a secure location until the end of the program.

Emergency Telephone Numbers

15MC (Office)	03 5766 6247	Principal – Roger Blackwell	0417 202 578
		15MC Principal – Rhys Evans	0428 789 338

Sick Students
15MC has a well-equipped sick bay for dealing with day to day first aid needs. Should a student be unable to take part in the program, then a staff member or their visiting teacher may be required to supervise them at the Campus.

Timetable
Outdoor School is highly organised, with students under instruction most of the day, leaving little free time. 15MC operates as an educational institution (not a holiday camp) and has a curriculum designed to complement that experienced at school.

Curriculum/Program
A description of 15MC's Activities including photographs can be viewed on Outdoor School's home page. Likewise details about the types of programs conducted can be viewed on the 15 Mile Creek 'Curriculum & Learning Programs' page of the website (www.outdoorschool.vic.edu.au).

Personal Clothing & Equipment
Dress during the time at 15MC should be informal and practical. However, be prepared for great variation in temperature, even in summer. The list will give you some idea of the clothing and other essentials that you should bring.
Schools who attend late term 2, throughout term 3 or early term 4 (possible winter conditions) should make sure that extra warm clothing is brought to 15MC.
Students will be provided with a waterproof jacket and over pants, day pack and a lunch box for their personal use while at 15MC. On programs where hiking is included, all hiking gear, including sleeping bags will be provided by 15MC.

Students Code of Conduct
Students participating in programs are expected to act in a manner conducive to the wellbeing of property, other people and the natural environment. As such they should acquaint themselves with the student code of conduct.

Student Engagement, Mandatory Reporting & Child Safe Policies
Outdoor School has a student engagement, mandatory reporting and child safe policies. These are available on the schools website at http://www.outdoorschool.vic.edu.au/policies/3699/

All students attending Outdoor School are required to observe child safe principles & expectations. The School Statement of Values and School Philosophy and the Code of Cooperation are available on the website http://www.outdoorschool.vic.edu.au/policies/3699/

The website also has the following policies available:
- Child Safety & Wellbeing Policy.
- Child Safety Code of Conduct.
- Bullying Prevention Policy.
- Student Wellbeing and Engagement Policy.

http://www.outdoorschool.vic.edu.au/policies/3699/

Consent Form
This form must be read carefully by both parent/guardian and student and signed by both then returned to the school before a student can attend the program.

Medical Information
It is in the best interest of parents or guardians to include as much information as possible regarding a student's current medical status especially any information requiring specific attention or treatment (e.g. allergies, medications being taken, dietary needs etc.).

- Asthmatic students should ensure that all medications needed for their condition are brought to 15MC. Asthmatic students should bring an *Asthma Management Plan* with them from their doctor. Severe asthmatics or students who have been previously hospitalised from asthma should see their doctor before coming for their advice as the weather at 15MC can be damp, and cold at any time. Asthmatics need to complete the Outdoor School Asthma Management Form.

- Students with Allergy or Anaphylaxis should ensure that all medications needed for their condition is brought to 15MC. Allergy or Anaphylaxis students must bring an Action Plan for Allergy or an Action Plan for Anaphylaxis with them from their doctor. This also applies to the Anaphylaxis and Allergy Management forms. The plans must be signed by your doctor.

- Other Health Care Needs - Please provide an Action Plan if your child/dependant needs medical or health related support at school (e.g. diabetes management).

Sample Timetable — 15MC Grade 3&4

A general guide for a typical day at 15 Mile Creek with approximate times.

7:00am	Lights on
7:45am	Breakfast
8:20am	Dormitory/room clean up
8:50am	Morning assembly
9:00 – 12:15pm	Morning activity sessions
12:30pm	Lunch
1:30pm	Afternoon assembly
1:45pm – 4:30pm	Afternoon activity sessions
4:30pm – 5:30pm	Showers/Dinner preparation
6:00pm	Dinner
7:00pm	Evening assembly
7:15 – 8:30pm	Evening activity session

The visiting teachers (VTs) are responsible for the supervision of students between lights out (10:00 pm) and 7:30 am the next morning.
Times vary depending on age groups and programs.

Curriculum/Program – Adventure Activities

Below is a brief description of some activities that may be in your program. 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.

ABSEILING AND ROCK CLIMBING

Suitable for middle primary aged students through to adults, these activities are conducted under qualified instruction by 15MC teachers. We have a purpose built 10 metre tower on site for these activities.
Abseiling and Rock Climbing Extension - students may be involved in belaying other students under active supervision and after training and assessment by teachers. Some students are taken to a site in the King Valley 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.

ARCHERY

The archery area is located within the 15MC fenced in grounds. Targets are set up permanently and we have up to two students at one time shooting. Grade 2 and older can complete this activity.

BIKE RIDING

Bike Riding is conducted on riding tracks that are within the 15 Mile Creek property. Tracks have varied degrees of difficulty.
Bike Riding Extension - On occasion some bike riding programs for older students are run at offsite locations.

Teachers conduct bike riding lessons for all age groups (BMX bikes for primary students, mountain bikes for secondary students)

BUSH WALKING

There are a variety of walks available at 15MC to cater for all abilities. Bushwalks range from short walks within the 15MC site to extended walks beyond the 15MC site boundaries, including overnight trips. We have a network of easy to navigate four-wheel drive and walking tracks within the 15MC property as well as wilderness walks requiring map reading skills. Offsite bushwalks involve students hiking in groups of 12, accompanied by one 15 Mile creek teacher and one Visiting Teacher. Walks can visit a number of sites and environmentally sensitive sites en-route. Students often cook for themselves using lightweight stoves or as a group using camp ovens 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.

BUSH SHELTERS (CUBBY BUILDING)

This activity is taken in the bush area within the main 15MC site. Students can use fallen Stringybark trees and the bark from them to construct shelters. There are usually completed cubbies in the area, and groups are encouraged to break up these old cubbies and use the timber to make their own. It is fun to see if the constructions are waterproof by “raining” on them, using a watering can.

CANOEING/RAFTING/SLEDDING

Canoeing is held on our purpose-built dam, a 5-minute walk from the main 15MC site. Extended water based programs are also conducted offsite at venues including but not limited to Lake William Hovell, the King and Murray Rivers.

EXTREME WEATHER ACTIVITIES

In the event of extreme weather, we have a number of activities available. These include: games in the recreation shed (basketball, table-tennis, bocce, initiative games), board games in the mud brick room, bush art, and group games. In hot conditions, an afternoon may be well spent undertaking activities in the cool waters of the 15 Mile Creek.

FLYING FOX

Our flying fox consists of two 60-meter zip lines.

INITIATIVES/TEAM GAMES

The team games area is suitable for middle primary aged students, through to adults. A number of tasks have to be solved by each group, working cooperatively together. This is a great activity for getting people to work together and appreciating each other’s personal attributes.

ORIENTEERING

We have a number of Orienteering Courses set up around the 15MC site, varying from easy 15 minute courses, to harder hour-long courses.

PIONEERING/RAFT MAKING

This activity is recommended for Grade 3 children and older, as the participants need to be competent swimmers. It is undertaken at the dam. Raft making involves a group working together as a team to create a raft suitable for up to 4 people to ride on at any one time.

TENTS (BUSH CAMPING EXPERIENCE)

We have an overnight bush camping area close to the main 15MC site suitable for young students to experience camping in tents in a bush setting. This area is a 5minute walk from the main 15MC site, and has an open hut, camp fire area and a pit toilet nearby. Vehicle access to the camping area is easily available. Extended onsite and offsite overnight trips can be organised – usually for older students.

EVENING SESSIONS

A 15 Mile Creek teacher will run the evening session and activities will be planned. Activities could include reflections of the students learning and other activities that link with the curriculum and the learning within the program.

Students' Code of Conduct & Cooperation

Guiding Principles

- To ensure that the rights of all individuals are protected whilst at Outdoor School, and to and from Outdoor School.
- To establish the best possible learning environment.
- To ensure that breaches of the code of conduct are treated in a fair and consistent manner and within the expectations of staff and students.
- We employ Restorative Practice principles at our school when dealing with student engagement issues.

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 15MC.
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.
15MC expects support from all students, parents/guardians, and staff in implementing this Code of Conduct & 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 of participating schools should support 15 MC in implementing the Code of Conduct & Cooperation.

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. Students may be withdrawn from 15MC under certain circumstances.

All students attending Outdoor School are required to observe child safe principles & expectations. The School Statement of Values and School Philosophy and the Code of Cooperation are available on the website http://www.outdoorschool.vic.edu.au/policies/3699/

The website also has the following policies available:
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- Child Safety Code of Conduct.
- Bullying Prevention Policy.
- Student Wellbeing and Engagement Policy.

http://www.outdoorschool.vic.edu.au/policies/3699/

Specific Rules at the School

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 other sexes.
- Being in another student's room without permission.
- Leaving 15 Mile Creek 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 – health precaution.

Personal ICT hardware such as phones

Mobile telephones, IPods and tablets are not to be brought to 15 Mile Creek.

To maximise student learning we expect students to disconnect from all mobile devices for their time at 15 Mile Creek. This allows students to engage with their peers, and the outdoor experience.

Any mobile devices that are brought to 15 Mile Creek, will be collected by staff upon arrival and stored in a secure place.

If needing more information, you may access a copy of our policies including:

- Personal Mobile ICT Devices Policy
- Child Safety Policy
- Mandatory Reporting Policy
- Student Wellbeing and Engagement Policy

from our website via the following link http://www.outdoorschool.vic.edu.au/policies/3699/

Personal Property

Please Note: - The Department of Education and Training which includes Outdoor School does not have accident insurance. Items of personal property that are lost, stolen or damaged at school will not be the responsibility of Outdoor School or the Department. Staff and students are reminded not to bring items of value to school