Parent/Guardian & Student Booklet
VCE Winter Program

Parents/guardians should read this booklet with their child/ward. All relevant documents should be read, and online forms completed no later than 3 weeks prior to students commencing the program. This timing is important so we can order food and cater for any dietary requirements or and other support needs for all students attending.

About Bogong

Outdoor School - Bogong Campus, is a school staffed and funded by the Department of Education. Bogong Campus provides programs for Years 7-12 students from Government Schools throughout Victoria and is situated in Bogong Village, North-East Victoria. This is located 15 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.

Winter VCE Program

This program aims to provide students with the experiences and knowledge required for their completion of the Outdoor and Environmental Studies units at school. Each VCE program will be different depending on the study design requirements reflected by your child's VCE teacher. Further to this, students also develop connections with the Alpine Environment.

Important Parent/Guardian 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 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.

Inclusion at Bogong

Outdoor School is committed to celebrating diversity and has a core belief that all students have a right to be a part of our learning programs. For this to happen we understand that individual students may sometimes need adjustments be made to the learning tasks and the program, something we are committed to doing. Furthermore, there will be times when additional supports will need to be put in place to ensure successful access to the learning and we will work with students, home schools and their families to do this. Please contact Bogong if you would like to discuss any additional support needs for your child.

Tips to Help Prepare Your Child

- Support Bogong's no phone policy and talk to your child about the benefits of a break from phones and some strategies for coping without it. (For example, a break from social media) 

- Ask your child if they have any worries about the program. Reassure them that it is okay to have worries.  Talk with them about some strategies to help, possible strategies are:
  - Thinking about who they can talk to while on camp (a friend or a teacher that is going).
  - Talking about the advantages of going on camp
  - Knowing that whilst on camp they can talk to home if it is essential, using a Bogong phone
  - To know that the Bogong teachers are experienced in helping students through worries and difficulties
  - Make a plan for what they can do to relax and take their mind off worries (perhaps bringing a special blanket, a book, a football, a photo, a fidget toy or another relaxation tool).

- Encourage your child to aim for completing the whole program. 

- Share any important information with Bogong prior to the program that you think will be helpful to support your child (eg medical, welfare, emotional, or learning information). 

- Help your child to pack and source the appropriate clothing from the list. 

- Be in touch with Bogong if you have any questions or concerns that your child's home School cannot answer. Especially if you think your child would benefit from Bogong putting some extra support in place for them. 

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.

COVID 19 Information and Policy

A copy of the school's COVID 19 policy and subsequent protocols is available on our website at http://www.outdoorschool.vic.edu.au/

Key to this policy is that:

- Students or staff that are not well, or display Covid like signs/symptoms should not attend Bogong.
- Students or staff that have tested positive to Covid within the 5 days before the program commencing must not attend Bogong.
- Students or staff that begin to display Covid like signs or symptoms whilst on program will be sent home.
- In the case of any of the above for a student, the parents/guardians will be contacted to collect their child as soon as possible on that day and take them home. **As a parent/guardian please make arrangements to ensure you can collect your child at short notice if needed.**

Before Coming You Must Organise

Outdoor School Consent, Medical and Support Form

- You will be emailed a link from your school to complete this form online.
- It must be read and agreed to by parents/guardians and students, in conjunction with reading the Code of Cooperation outlined over the page here.
- It must be completed by you, no later than 3 weeks prior to the program commencing.
- This form may be completed on a phone or computer.
- Please note that the earlier we receive this the better. It also allows us to know if your child does or does not have any dietary requirements or follow up questions.

Please do not leave this to the week prior to the program commencing.

Personal Clothing and Equipment

- Please read through the list ahead of time and pack all the clothing and essentials to be well organised for the program.
- Please be reminded that the Department of Education 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.

Don't Bring Any Food or Drinks

Please do not organise any food or drinks. We have many problems with this when students bring these things:

- Students not eating the excellent food that is provided instead eating and drinking a lot of sugary, snacky foods which does not sustain their energy levels well.
- Students are hyped up and behaviour deteriorates.
- Rubbish and food crumbs/scraps rubbed into the carpet.
- Mice are enticed into the dorms.

Student Code of Cooperation

Guiding Principles

- To ensure that the rights of all individuals are protected whilst at Bogong, and to and from 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 Bogong

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, vapes, 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.

Personal ICT hardware such as phones, iPods, air pods 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. Our Personal Mobile ICT Devices Policy from our website via the following link http://www.outdoorschool.vic.edu.au/policies/3699/

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 is the recommended clothing and equipment list for students attending the program. It is also relevant for staff on the program.

Clothing

- 1 pair of long pants for skiing. (eg tracksuit - NOT jeans)
- 2 pairs of long pants for around school campus
- 1 set of thermals - top & bottom (recommended)
- 2 warm jumpers (wool or polar-fleece)
- 2 long sleeve shirts
- 4 T-shirts
- 5 sets of underwear
- 3 pairs of wool or synthetic socks
- 1 pair of thick long socks
- 1 pair pyjamas
- 1 pair mittens or gloves (if available)
- Sunhat
- Beanie
- Neck warmer or scarf (optional)
- 2 pairs of closed shoes (eg. runners)
- 1 puffer jacket (only if you have one)

Toiletries

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

Linen

- Sleeping Bag for sleeping indoors at Bogong
- Pillow & pillowcase
- Towel

Other Items

- Sunglasses
- Sunscreen
- Drink bottle
- Torch (small with new battery)
- Personal medical requirements

No food or drinks to be brought to Bogong

If your school has an overnight snow camp into your winter program, then the following are provided.

Individual Student List *Supplied by Bogong*		**Group List for pairs** *Supplied by Bogong*
Backpack Backpack liner Sleeping bag & liner Sleeping Mat Waterproof jacket Waterproof overpants Snow goggles Waterproof gloves Skis, boots & poles	Mug Bowl Cutlery Water Bottle Logbook and pen	Tent and Snow Pegs Stove and stoveboard Fuel Bottle Matches Water Bag Toilet Paper Food Group Shelter Snow Shovels

Please Note:

- All personal items and luggage should be clearly marked with the owner's name. The DE 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.
- Talk with the organising teacher at your school to discuss a plan for lunch on the way to and from Bogong at the start and end of the program. There is no facility at Bogong to spend money.
- Outdoor School Bogong is a Sunsmart School. Students are encouraged 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 some **fitness training** as part of their preparation for their time at Bogong.

Student Expectations

Prior to the program commencing it should be made clear to students that Bogong is a school operated by the DE, has a set curriculum and **is not a holiday centre.**

Accommodation

Students and visiting staff generally stay in our Nelse Lodge (max 14) or House 23 (max 12). Student rooms are furnished with bunk beds and single beds. Bogong will supply a fitted bottom sheet while students are to bring a sleeping bag & pillow. All buildings 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 no later than 3 weeks before the program commences including any special dietary requirements.

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	Campus Principal - Roger Blackwell	0417 202 578
Principal - Tony Keeble	0417 541 732	DE Emergency Management – 24 hours	03 9589 6266

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 school's website at http://www.outdoorschool.vic.edu.au/policies/3699/

Possible Programming

Winter Learning Activities

Our ski programs are aimed at beginners. Students who can ski well may not find our program suitable for them. All skiing is at Falls Creek, and the students are transported to and from the resort each day.

Snowshoeing (1/2-1 day)
Snowshoeing is an ideal way for students to move around without requiring the skills needed for skiing. Students may explore off track amongst the Sub-Alpine forest in a quieter manner or move up and down steeper terrain.

Cross Country Skiing (2-3 days)
Cross country skiing enables the skier to ski uphill and yet still allow glide on flat or downhill. Students are instructed in the basics of XC skiing which will enable them to explore different aspects and areas of the alpine environment by way of a ski tour.

Ski Touring & Snow Camping (2 days)
This is conducted on the Bogong High Plains. Students snowshoe or XC ski in groups of up to 12, accompanied by a Bogong Teacher and Visiting Teacher. Groups may visit a hut or environmentally sensitive sites on route. Students cook for themselves using lightweight stoves. Snow-camping is preceded by a preparation session where students are given information, training, equipment, and food required for a safe experience.

Downhill Skiing (1 day)
Students experience area from a different perspective while being introduced to basic downhill skiing skills.

Evening Sessions
A selection is made from the following sessions: Parks Victoria Ranger talk; Falls Creek Resort Management talk; Ski gear/skills prep; and key knowledge nights directed towards the study design. There may be a night where the visiting staff will be required to run an activity session.

Daily Outline

Below is a general guide for a typical day at Bogong during winter:

7:00am	Lights on and wake up
7:30am	Morning assembly #1
7:35am	Breakfast Hospitality Team
8:00am	Breakfast
8:30am	Room clean up
8:55am	Morning assembly #2
9:15am	Depart for Falls Creek (30-45min travel time)
10:00am - 3:50pm	Skiing in the winter Alpine Environment
3:50pm	Depart Falls Creek for Bogong
4:30 - 5:45pm	Free Time
5:30pm	Dinner Hospitality Team
5:45pm	Dinner
7:30 - 9.00pm	Evening activity session
9.00pm	Students into own dorm
9:45pm	Lights out