

Wakari School Board of Trustees  
**LEARNING EXPERIENCES OUTSIDE  
THE CLASSROOM POLICY**

Revised: April 2010



## DEFINITION

Learning Experiences Outside the Classroom (LEOTC) is the term for all learning activities that take place beyond the classroom. This may mean a walk down the road or a week at a school camp, one child listening to sounds in the playground or a group visit to a museum.

## PURPOSE

To provide enjoyable opportunities to explore the world outside the classroom, through activities appropriate to the child and environment pursuant to our Curriculum Plan.

## OBJECTIVES

### LEOTC programmes will be designed to:

1. Enhance learning, through a variety of well designed, first hand experiences in all curriculum areas
2. Increase learners' knowledge, understanding and appreciation of the school area, local district and other places, including some unfamiliar places
3. Develop children's
  - skills in observation, recording, reporting and organisation
  - self-confidence and a sense of adventure
  - social development by placing them with others in unfamiliar situations
  - attitude of responsibility, particularly towards their own safety and that of others
4. Follow our LEOTC Planning/Approval and Risk Management Procedures :
  1. For activities within the immediate school community
    - Teacher seeks prior approval of Syndicate Leader
    - Teacher notifies school office upon departure and return
  2. For activities beyond the immediate school community
    - Activity which would enhance class programme identified
    - Syndicate level discussion (including the completion of Risk Analysis and Management System form, attached)
    - Syndicate Leader makes recommendation to Principal for approval
    - In the case of activities involving overnight stays, the Principal will make a recommendation to the Board for their approval
5. Notify parents and caregivers of the activity and, where appropriate, involve them in the planning, preparation, the outing itself and evaluation
6. Ensure, where possible, that children are not excluded from participating in LEOTC programmes. Provide alternative learning situations for children unable to participate
7. Follow Ministry of Education regulations and guidelines on safety and supervision, risk management, leadership and legal requirements
8. Ensure adequate on-going training for all staff involved in LEOTC, including support for staff attending approved workshops, seminars and courses

## **EFFECTIVENESS REVIEW**

- 1 This policy will be reviewed by the board in accordance with its triennial programme of self-review.
- 2 The board will make its review report available to parents and staff.

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Board Chairperson

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Date