

Education Outside The Classroom (EOTC) is the name given to all events and/or activities that occur outside the classroom and beyond school campus\'. EOTC also includes sport, camps, field trips, outdoor education activities and other learning experiences and opportunities

EOTC activities are an essential part of the teaching and learning experiences offered at Ao Tawhiti Unlimited Discovery. They underpin the desire that sees the immediate school environment as a 'hub' from which students and Learning Advisors move away from so as to interact with a wide range of activities in the community and beyond.

EOTC activities are an important component of the school programme and, because our students have ready access to Christchurch city, the local hills, waterways, the mountains, and the bush of Canterbury (and beyond), they need to learn how to be safe. Well-planned and well-run EOTC activities help teach students some of the essential risk assessment strategies that will then allow students to learn and practise risk management skills.

Our safety management systems recognise two operational levels (low and high), each with specific requirements regarding parental/caregiver consent. In brief, they are:

Trip Level	Situations and Locations	Parent Information and Consent
LOW	"On site" - within the school grounds at Campus\ and environment, approved locations within the wider University campus or Halswell area (show grounds, local playgrounds, cross country course).	Parent/caregiver consent given at the time of enrolment and not required for each specific event
LOW	Off-site events generally occurring within school time (8am-4pm) that are considered the same as or similar to a typical family activity, extending to the city's urban boundaries, and including swimming at public pools with life-guards.	Parent/caregiver consent given at the time of enrolment and not required for each specific event.* An information letter and parent/caregiver informed consent required for each specific event **
HIGH	Off-site events occurring in one day (or more) involving risk assessed to be greater than that associated with the average family activity	An information letter and Parent/caregiver informed consent required for each specific event**
HIGH	Events occurring over-night	An information letter and Parent/caregiver informed consent required for each specific event

* Information including finish time given to parents/caregivers if finishing after 4.00pm

** A course such as Outdoor Recreation may have course-long consent for multiple trips within a programme.

Both levels of EOTC activity require staff doing analysis of the risks and identifying the management strategies required to eliminate, isolate and minimise the risks

Typical Family activities may include, but are not limited to, a visit to places such as Victoria Park, Bottle Lake Forest, Port Hills tracks, and the Beach and/or Rocky shore (Swimming Consent is required if students are entering water – this is not required if students are working on the foreshore, or near a body of water – if you are unsure please contact a Deputy Director).

Extent/Purpose

[This general trips agreement form is intended for parents to provide consent for their child to work outside of Ao Tawhiti Unlimited Discovery campus learning area for the purposes of teaching and learning opportunities during normal school hours.](#)

1. Ao Tawhiti Unlimited Discovery is committed to protecting the safety of all students
2. This consent form covers the geographical area bounded by the greater urban area of Christchurch City

3. This consent form DOES NOT cover agreement for activities involving a greater degree of risk. For example, field trips where students will be in water, outdoor education activities such as rock-climbing, kayaking, and tramping, and trips outside the urban environment of Christchurch. Parents will be notified if the EOTC activities fall into the high risk categories 3 or 4
4. This consent form covers teaching and learning opportunities taking place during the hours of normal school operation (8am – 4pm).

Statements

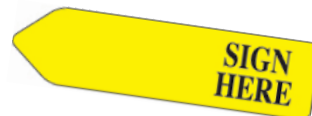
1. My daughter/son has permission, whilst they are a student at Ao Tawhiti Unlimited Discovery to attend trips, learning opportunities and events that require her/him to move within the city boundaries as defined in clause 2 above.
2. I consent to any medical treatment required by my daughter/son during the course of the trip, learning opportunity or event.
3. I confirm that my daughter/son is in good health and I consider him/her fit to participate within the scope of this general agreement. Yes No Please specify on the EOTC Health Profile form
4. I hereby release, hold harmless, indemnify, and defend Ao Tawhiti Unlimited Discovery and its Board of Trustees, officers, agents, directors, employees, and volunteers from any and all liability and legal or equitable claims of any kind related to participation in events covered by this consent form.

I/We agree to _____ participating in the low risk 1 & 2 “Education Outside The Classroom” events while at Ao Tawhiti Unlimited Discovery. I/We have provided the school with up-to-date medical information (Health Profile form.), and supervision and learning information through the enrolment form, and will make every endeavour to keep this information current. I/We understand that I/we will be sent relevant paperwork for any high risk 3 and 4 activities.

Parent

Signed Date

Student Contract (Student to read and sign)



- I understand that EOTC activities are an opportunity for me to learn, practice skills, and develop attitudes and values in an environment outside the classroom.
- I realise that this requires me to take on responsibility for my own learning and safety, and the safety of others.
- I agree to do the following to make this happen: show courtesy and consideration to others, declare any medical or other condition that could affect participation in an event, look after myself and my personal belongings, strive to do my best by using a “challenge-by-choice” approach to activities.
- I will accept and follow the rules and lawful instructions of staff and other supervisors at an event, even if they are different from what is accepted at home.

I understand that my parents / caregivers will be contacted and I may be sent home at their expense if:

- o My actions are considered unacceptable by staff
- o I breach the school NO drugs, NO smoking and NO alcohol policies
- o My actions put me or others in any danger

Student Signed Date

