



Swallowcliffe P-7

We value **Honesty, Respect, Achievement**

SWALLOWCLIFFE PRE SCHOOL

Excursions/Incursions

At Swallowcliffe PreSchool we believe Incursions and Excursions are an important part of the curriculum. We aim to provide all children with a range of different experiences to extend and further develop their prior knowledge.

- Families will be given a notice about excursions and incursions at least 2 weeks before the event.
- When appropriate the Pre School will support part of the cost of incursions and excursions from fundraising events.
- All children are encouraged to attend excursions and incursions. Staff will conduct a risk benefit assessment prior to the excursion/incursion. Risk benefit assessments may affect children's ability to attend.
- Children will not be able to attend without the permission letter signed by parents/caregivers and money paid for by the date set by PreSchool staff (Money after the due date can not be taken)
- On each excursion there will be an appropriate child to adult ratio (including needs of children with behavior management needs and PreSchool Support) The PreSchool has set a ratio 1 to 4.
- There will be 1 staff member on each excursion that will not have a group for the use of emergency and toileting needs.
- All parent/caregivers and volunteers attending need to have criminal history checks completed before attending if they are not with their own child.
- In case of a child misbehaving on an excursion, leadership will be contacted and arrangements for parents or school staff to collect the child will be arranged.

*Please remember we are a site that does not ask for fees so preschool fundraising and our class budget also supports the cost of incursions and excursions. **No refunds given.***

Our Mission: To empower students to recognise and optimise their full learning potential.



Government of South Australia
Department for Education and
Child Development

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