

**OUTDOOR DEVELOPMENT CAMP**  
**BASE CAMP WALLAROO**

*Is all about challenges, learning and having a good time*

**CAMP**  
**ENROLMENT PACKAGE**

Overview  
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Attachments

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# Overview

*Challenges, learning and having a good time....*

## Curriculum

### **Are you preparing your students for lifelong learning?**

*Collaborating, Communicating, Innovating, Producing, Contributing, Reflecting, Thinking*

Adventure Bound N.T. has always delivered programs that develop lifelong learning skills and capabilities. The NT Curriculum Framework recognises that schools need to lay the foundations for lifelong learning, essential for preparing students for complex future life roles.



Problem solving (Creative Learner) and Teamwork (Collaborative Learner)

An Adventure Bound program can provide naturally occurring situations for teaching, learning and substantial evidence gathering opportunities of these “EsseNTial Learning” outcomes. The EsseNTial Learning’s of:

- Self directed and reflective thinking*
- Persevering and resourceful innovating*
- Effective communicating and group membership*
- Thoughtful producing and contributing*

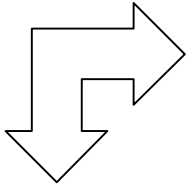
Are best delivered using an integrated, challenging, and fun context – like those that Adventure Bound offers!

Adventure Bound programs can target specific EsseNTial Learnings and Learning Area outcomes, through collaboratively designing programs with schools. Programs can address a range of outcomes in the NT Curriculum Framework, through the context and activities provided.

## How do students learn?

### *Planning, doing, reflecting*

One of the cornerstones of Adventure Bounds method is experiential learning, based on the following model:

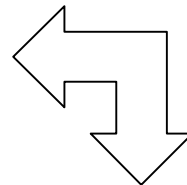


#### **REFLECTING**

- Evaluating the experience
- Reviewing skills and knowledge

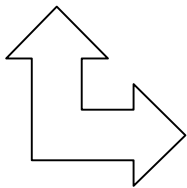
#### **UNDERSTANDING**

- Safety and equipment briefings
- Elements of the activity



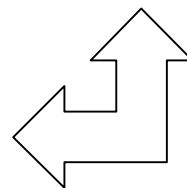
#### **PLANNING**

- Teaming
- Organising equipment and procedures
- Viewing a model



#### **ACTING**

- Doing the activity



### **Here is what some participants had to say:**

*“When I first got there I didn’t know how to put a harness on but now I do. You taught me a lot and how to do new stuff.”*

*“Everything was great, putting up our tents, sleeping in them and all the activities. They helped me get over my fear of heights. The best part of all time though was the flying fox and rock climbing. I really pushed myself to do that and I’m proud of it.”*

*“All of the activities put up a challenge. I hope they stay that way.”*

*“Thank you for helping me...When I was walking over the bridge and walking towards the flying fox you gave me confidence and you supported me...When I was abseiling I wasn’t scared because you were there and that clip thing was there so thank you for teaching me to do the activities.”*

# Venue information

## Base camp Wallaroo

The camp venue is named 'Base camp Wallaroo' and is located about 70 kilometres along the Arnhem highway or approx 1 hour and 30 minutes drive from Darwin town centre. It is situated on approximately 800 acres of natural bush land bordered by the Mary River National Park and Mary River flood plains. Base camp Wallaroo and its surrounds offers all the Northern Territory can offer, for example; abundant bird life, great scenery, wild life (including the notorious crocodile) and a great sense of Australian pioneering history.

## **IMPORTANT INFORMATION**

**Over the years Adventure Bound NT has been operating, we have had a no dog policy. Due to this, we now have a large number of wallabies grazing in the camp ground when there are no groups around. Having a large number of Wallabies in the camp ground we get allot of their poo, when students are playing in and around the area, we have to make sure that when finished playing they have to go and wash their hands. Signs will be displayed around the campsite area making everyone a where of this and to wash hands regularly.**

**The camp site is also close to natural water ways which at different times of the year we have a lot of mosquitoes, please make sure students and staff bring the appropriate clothing and repellents, Adventure Bound NT does not supply repellents.**

**The base camp** offers conventional toilets/ showers (cold water)/, hot water showers (bush stile), BBQ and gas hotplate cooking, pool, camp sites.

**The remote Camp/ Mount Sun Up Camp** - situated 2km from base camp, this site is ideal for traditional camping. It involves participants working with nature, ideal for an overnight/one day expedition. It involves participants organising and carrying a pack containing rations, bedding and clothing for the night, camp fire cooking, views of the Hardies and Mary River Floodplains, sleeping in hootchies (moszie nets) or tents and chemical toilets, smaller groups are recommended for this camp.

## **Hayes Creek**

Located 170km from Darwin on the Stuart Hwy. Facilities include campground with shower/toilet block (caravan park fees apply), BBQs. Activities include: Abseiling, rock climbing, swimming and hiking, please contact Adventure Bound for more information.

# Policy and Guidelines

## Outdoor education policy guidelines (PACI, NTDE 1997)

### Purpose

Adventure Bound NT Outdoor education focuses on personal development through responsible interaction with others and responsible use of the natural environment.

### Focuses

- To provide a safe and stimulating learning environment;
- To offer achievable challenges and promote success;
- To encourage active participation and praise all efforts;
- To show others how to appreciate and care for the environment;
- To foster development of personal skills, ie self confidence, self esteem and independence;
- To provide opportunities for groups to exercise and develop skills in leadership, decision making, mutual support and cooperation,
- To promote equality and respect for each individual and
- To make camp programs affordable and accessible to all schools.

### Industry standards

The organisation conducts activities, which require strict regulation of procedures utilised.

Organisations with which Adventure Bound NT are affiliated with, provide the relevant operating guidelines, ie Professional Association of Climbing Instructors, NT Outdoor Education Guidelines (1997)

### Insurance

Adventure Bound NT has comprehensive insurance cover to the value of \$10,000,000.00. A copy of the insurance cover can be provided on request.

### Adventure Bound NT and Staff

Adventure Bound NT Instructors / Leaders and assistances associated with the conduct of camp programs are all fully trained and qualified to run the relevant activities.

### School Staff Insurance

**School staff are required to have relevant skills and expertise to conduct activities. Final Duty of Care to students, as per NT Outdoor Education Guidelines falls on the school and school staff. Teachers conducting activities at Adventure Bound NT camp site need to have insurance cover from the school. Adventure Bound NT insurance will not cover teachers conducting activities.**

## Safety

The safety and well being of all persons involved in an activity or program is the principle concern of the organisation. Adventure Bound NT seeks to protect the physical, mental, social and cultural well being of both staff and students.

Safety in outdoor education is of paramount importance. All staff from the school and Adventure Bound NT are required to have relevant skills and expertise to conduct activities.

## Ratios

Staff to student ratios as a guideline exists at 12:2, ie one **qualified leader** and one **teacher or other adult** to each twelve students participating in the activities. ABNT will provide the qualified staff and the school attending the program are to provide the other supervisor/s.

**ABNT will provide staff for adventurous activities requiring qualified instruction.**

Activity	Minimum age of students (yrs)	Qualified instructors required	School staff required
Rock climbing	12	12students:1inst	1
Abseiling	10	12:1	1
Flying Fox	10	12:2	1
Bushwalking (over night)	10	15:2	1
Swimming (on site pool)	10	12:1 (Years 4 -7) 15:1 (Years 8 – 12)	12:1 (Years 4 -7) 15:1 (Years 8 -12)
High ropes challenge course	10	12:2	2
High ropes elements	10	12:1	1
High ropes course	13	12:2	2
Navigation course	10	12:1	1
Low ropes	10	12:1	1
Team building games	10	12:1	1
Nature walk (half day), fishing	10	15:1	1
Mountain Bikes (day trips)	12	15:1	1
Mountain Bikes (overnight trips)	12	15:2	1
<b>NIGHT TIME ACTIVITY, CANE TOAD HUNT, THIS ACTIVITY IS RUN BY THE SCHOOL STAFF: STUDENTS NEED TO BRING THIER OWN SET OF GLOVES IF THEY ARE COLLECTING THE TOADS. ABNT STAFF DO NOT RUN NIGHT TIME ACTIVITIES.</b>			

## Accident/Incident Response

Fundamental to risk management is the realisation that accidents or incidents can, do and will happen and even the best preventative measures will not always succeed. Hence, it is essential to plan for this as best we can.

In doing this, the organisation has developed a written accident response plan that outlines to all staff the procedures for response in the event of an accident. The Accident Plan is a sequential step by step outline of tasks to be performed.

ABNT advise that the inclusion of too many students on a camp program may adversely affect the 'quality' and 'safety' of the experience.

## Costing

Camp cost start at approximately \$55/child/day, depending on numbers the cost could be higher or lower and what ABNT supplies.

*NB: No cost exists for accompanying teachers / parents unless numbers are excessive and not in a supervising role.*

## How to book

1. **Confirm dates and booking deposit paid to hold dates**
2. **Confirmation of Camp Booking.**
  - Fill out and return form with 50% deposit paid.
3. **Prior to camp commencement**

*7 days prior* send relevant forms:

  1. Medical summary
  2. Proposed educational outcomes and rationale for the camp (program)
4. **Final camp payment, to be paid in full before camp starts.**

***Bring on the day of camp:***

Consent forms and liability release form

## **Payment / deposits**

If a booking deposit is not paid at the beginning of the school year, the booking will be lost and given to another school. Full payment or 50% deposit is required to confirm camp booking.

Final payment of balance is due prior the commencement of the camp.

- Cheques or money orders should be made payable to '**Adventure Bound NT**'.
- Accounts can be paid using Bank transfer relevant information will be on the invoice

## **Change of numbers**

Please keep ABNT informed of any changes to numbers for accurate planning for meals and accommodation. Parties that arrive with less than the booked numbers, there will be no refund given. Unfortunately this is necessary to cover costs for staff wages, food and other bookings which may have been refused.

## **Refund / cancellation policy**

Adventure Bound NTs' cancellation / refund policy exists to encourage commitment when applying for a program.

It is to cover costs incurred by ABNT and also reimburses lost income due to refused bookings when an organisation either cancels or postpones a booked program.

### **Booking deposit:**

Cancellation of booking – **no refund**

### **Camp Deposit:50% of full cost**

Cancellations between 60 and 28 days prior to the commencement of the program: **50% of Camp deposit will be retained.**

Cancellations between 28 and 7 days prior to the commencement of the program: **full Camp deposit, no refund.**

Cancellation of less than 7 days prior to commencement of the program: **75% of the full amount will be charged.**

If the program has been cancelled by ABNT for any reason, refunds will be in full.



## **Students sent home**

If throughout the camp, any person is sent home because of illness, injury or unforeseen circumstances, a refund will be given for the days not attended at the camp. If a student is sent home for disciplinary reasons, no refund will be payable.

## **Damage to camp facilities or equipment**

Damage that occurs through normal wear and tear will not incur a cost, however, if wilful damage to the facility or equipment has occurred, an assessment of the cost will be made by ABNT and school staff. The person damaging the facility or equipment will be billed through the school.

## **Booking conditions**

As most schools have excursion consent forms and medical history forms etc, already in existence, the medical / dietary forms provided is formatted as a summary to be completed by school staff for reference purposes by ABNT.

As members of a professional association, ABNT has an administration responsibility in the form of a 'Liability Release and Assumption of Risk' form. This form is to bring to the attention of participants not only of the nature of adventurous activities but of the *specific* risks involved. It is required that a photocopy be sent to each student for his or her parents or guardians to read, sign and return to ABNT prior to commencement of the program.

Participants who fail to provide the signed form will be unable to participate in the adventurous activities, as they will not be legally covered by ABNT insurance.

A parent consent form also gives consent for ABNT staff to administer first aid if required. Consent for use of participant particulars for advertising purposes is also asked for. If these points are addressed in an existing school document, a copy may be provided in lieu of the ABNT consent form.

The following attachments need to be completed and returned to ABNT:

- Confirmation of camp booking email back sheet (Appendix 5)
- Medical / dietary summary (Appendix 6)
- Consent form (Appendix 7)
- Liability release and assumption of risk form (sample only Appendix 8),  
ABNT will email forms once program is finalised and activities know.



**\* Accident Management (as per ABNT Outdoor Education Police guidelines 1.2.4)**

If an accident occurs the first priority is to ensure the safety of the remainder of the group as well as yourself. Evaluate the situation and if necessary remove the group from further danger. Approach the casualty and carry out first aid if required. If you're leading the trip and the accident is serious try and stay out of the initial treatment. Take control and coordinate the rescue/evacuation. You should ensure the utmost care of your patient, whilst catering for the physical and emotional wellbeing of the group.

As soon as realistically possible contact the Adventure Bound NT office. Be precise with details, descriptions and locations. **Do not** communicate with outside people other than those directly related to the care of the patient or the group, eg Doctor's, Police, Rescue Personnel.

**Do Not Discuss The Situation With The Press Or Onlookers.**

When responsibility for the group can be passed onto others, find a quiet spot and record the events of the day.

For all physical injuries, consideration should be given for formal medical assistance. Consider the severity of the injury and if there is any concern to contact medical services for assistance. Head injuries, given the nature of the injury, should be taken to hospital/ambulance station for observation.

**If In Doubt Evacuate the Patient/Group**

**Trip Note Documentation.**

Using the standard trip planning documentation, the program is discussed with Adventure Bound NT staff and where necessary authorities, police, National Parks and Wildlife Services etc.

- ABNT Office: (08) 8942 2872
- Base Camp Wallaroo office (08) 8978 8884
- Mobile 0409 950 444
- Darwin Hospital: (08) 8922 8888
- Ambulance/police/fire: 000

- AN INCIDENT/ACCIDENT REPORT FORM HAS TO BE FILL OUT FOR ALL INCIDENTS THAT OCCUR**

## **Fire Safety**

As with all of the Northern Territory during the 'Dry season', the camp site and surrounding area is at the risk of severe damage by fire. The land owner has highlighted that the School will be liable for covering fire fighting costs and costs incurred due to fire damage sustained as a direct result of the camps activities.

Fire safety is an integral part of ABNT programs. Due to the risk involved the following measures will be implemented:

- Students are not allowed to bring matches, lighters or cigarettes;**
- Meal preparation will be carried out in a designated area at designated times;**
- Camp or School staff will be responsible for the lighting of campfires in the area.**
- There is a water tap and hose located at the camp fire area.**
- Fire fighting tools will be located in an accessible position near the camp fire area.**
- Fire and evacuation procedures will be told at commencement of camp.**

## Sample timetable

### Sample program (guide only, program may be adjusted to suit group)

#### 1<sup>st</sup> Day

1000	arrive
1000-1030	staff brief / morning tea
1030-1200	camp set up/ Orientation

1200-1300	lunch
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1300-1500	Activity session # 1
1500-1530	afternoon tea
1530-1700	return activities
1700-1800	free time

1800-1930	dinner / clean up
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1930-2130	night activities/conducted by school staff
2130-2200	prepare for bed
2200	sleep

#### 2<sup>nd</sup> day

0700	wake up, prepare for breakfast
0730-0830	breakfast/clean up
0830-0900	prepare for days activities
0900-1030	Activity session # 2
1030-1045	morning tea
1045-1200	return to activities

1200-1300	lunch
1300-1500	Activities Session # 3
1500-1515	afternoon tea
1530-1700	return to activities
1700-1800	free time

1800-1930	dinner / clean up
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Program for each full day (cont'd)

1930-2130	night activities/ conducted by school staff
2130-2200	prepare for bed
2200	lights out

**Final day**

0700	wake up, prepare for breakfast
0730-0930	breakfast / break camp / clean up
0930-1030	Activities session 4
1030-1045	morning tea
1045-1200	return to activities

1200-1330	Lunch / clean up / Camp evaluation / Debrief
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1330-1400	Prepare for departure
1400	Depart



Po Box 763, Nightcliff 0814

Ph /Fax – 8942 2872  
 Mobile – 0409 950 444  
 Camp – (08)8978 8884

E-mail: [ropeaccess@bigpond.com](mailto:ropeaccess@bigpond.com)  
 Web: [www.basecampwallaroo.com](http://www.basecampwallaroo.com)

**Fax**

<b>To : Adventure Bound NT</b>	
<b>Attn: Doug Harris</b>	<b>From :</b>
<b>Fax : 8942 2872</b>	<b>Pages:</b>
<b>Ph : 0409 950 444</b>	<b>Date :</b>
<b>Re : School Camp info</b>	

**CONFIRMATION OF CAMP BOOKING**

**Name of organisation** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Facsimile:** \_\_\_\_\_

**Contact person #1:** \_\_\_\_\_

**Contact person #2:** \_\_\_\_\_

**Base Camp:**  **Remote Camp:**  **Other:**

**First day:** \_\_\_\_\_ **Arrival time:** \_\_\_\_\_  
**Last day:** \_\_\_\_\_ **Departure:** \_\_\_\_\_

**No. of participants:**  **Males**  **Females**  **Age/year**

**No. of supervisory staff:**

**Payment Details**

Full payment: \$ \_\_\_\_\_  
 Less Deposit: \$ \_\_\_\_\_  
 Amount Outstanding: \$ \_\_\_\_\_

Enclosed is a cheque / money order for \$ \_\_\_\_\_  
 (Deposit  or Full Payment )

Signed..... Date.....

Please makes cheques / money orders payable to '*Adventure Bound NT*'



## STUDENT MEDICAL ADVISORY FORM

Name of School: .....

Please list any medical conditions that Adventure Bound NT staff should know about, (eg asthma, epilepsy, diabetes, heart conditions etc)

Students Name	Medical condition particulars
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	



PO Box 2470  
Darwin NT 0801

Mobile: 0409 950 444  
Camp: (08) 8978 8884  
Email; ropeaccess@bigpond.com

**CONSENT FORM**

I \_\_\_\_\_ hereby give my full and

unconditional consent for my child/children \_\_\_\_\_ to attend a camp program at Basecamp Wallaroo delivered by **Adventure Bound NT**

I understand that my child/children will be participating in the adventurous activities that are outlined in the Camping Program. Whilst attending the camp my child/children will be supervised by qualified and experienced instructors from **Adventure Bound NT** (who follow recommended industry guidelines) and **School staff**. I acknowledge that I have read and understood the activity outlines provided by **Adventure Bound NT** (specifically covering activities involving exposure to height, bushwalking, swimming etc) and I agree that I have been advised and thoroughly informed of the inherent risks involved in each of these activities.

Over the years Adventure Bound NT has been operating, we have had a no dog policy. Due to this, we now have a large number of wallabies grazing in the camp ground when there are no groups around. Having a large number of Wallabies in the camp ground we get alot of their poo, when students are playing in and around the area, we have to make sure that when finished playing they have to go and wash their hands. Signs will be displayed around the campsite area making everyone aware of this and to wash hands regularly. The camp site is also close to natural water ways which at different times of the year we have a lot of mosquitoes, please make sure your children/child bring the appropriate clothing and repellents, Adventure Bound NT does not supply repellents.

**Damage to equipment** which occurs through normal wear and tear will not incur a cost, however, if wilful damage to the facility or equipment has occurred, an assessment of the cost will be made by ABNT and school staff. The person damaging the facility or equipment will be billed through the school.

In the event of an accident or emergency, I authorise the **School Staff and/or Adventure Bound NT** to carry out first aid and to seek emergency / medical assistance if required. In the event of such an incident, I understand that school staff will notify parents immediately.

I do/do not give permission for my child/children's name, age, photograph to be used in publicity for **Adventure Bound NT**.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**PARENT / GUARDIAN**

**Names:** \_\_\_\_\_

**Ph (home):** \_\_\_\_\_ **Ph (work):** \_\_\_\_\_

<p><b>EMERGENCY CONTACT:</b>.....</p> <p><b>ADDRESS:</b>.....</p> <p><b>Ph (home):</b>..... <b>Ph (work):</b>.....</p>
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**INTRODUCTORY ABSEILING & ROCK CLIMBING**

Liability Release And Express Assumption Of Risk

**Read this first**

Abseiling & Rock Climbing<sup>1</sup> involves ascending (moving up) and descending (moving down) cliff faces. Access to abseiling and rock climbing areas typically requires scrambling and/or walking over steep terrain, which may have an uneven surface. When performed correctly, applying correct techniques, it is very safe. When established safety procedures are not followed, however, there are dangers. The purpose of this document is to inform you of some potential risks involved with Abseiling & Rock Climbing and of the conduct required of you during the activity. Your signature on this form is required in order to participate in the Abseiling & Rock Climbing activity.

Please read carefully, fill in all blanks and initial each paragraph before signing.

I, \_\_\_\_\_ Participant Name

Of, \_\_\_\_\_ Participant address

hereby acknowledge that I have been advised and thoroughly informed of the inherent risks of Abseiling and Rock climbing

**In particular, I acknowledge that I have been advised:**

1. That Abseiling & Rock Climbing involves certain inherent risks of friction burns, fractures, concussion and other impact injuries and that such injuries may result in death or permanent disability.

2. That the injuries of the

3. That Abseiling & Rock Climbing may be conducted at a site that is remote either by time and/or distance from a medical facility or hospital.

4. That Abseiling & Rock Climbing are physically demanding activities and in such susceptible individuals may cause heart attack, panic or hyperventilation.

5. That Abseiling & Rock Climbing involves the use of equipment that if not used as instructed may malfunction, giving rise to risk of death or disablement.

6. That Abseiling & Rock Climbing necessarily involves exposure to the natural elements including but without limiting the generality hereof storm, tempest, wind, sun and lightning.

7. That the introductory Abseiling and Climbing program is **not** intended to be a formal course and that the participant is required to be introduced to abseiling and climbing activities by a qualified instructor to become a member of the Association.

8. That the enjoyment and educational benefits of the activity are greater than the risks incurred by participation in an activity where the risks are greater than the benefits.

9. I further state that I am of legal age and understand the risks involved in the activity and have acquired the written consent of my parent or guardian if I am under 18 years of age and signed this document of my own free act.

10. I further state that I will list my emergency contact details for the purpose of Abseiling and Climbing activities.

11. I further agree that should I require medical evacuation as a consequence of my own fault or careless act, I agree to pay any costs incurred on my behalf and authorisation is hereby granted to make medical and transport arrangements as may be determined necessary or desirable to assure my health and safety.

12. I further acknowledge that having been advised of the risks associated with Abseiling & Rock Climbing, I wish to undertake the activity with **Adventure Bound NT Staff** and hereby release and hold harmless **Adventure Bound NT Staff** from any suit, demand or claim arising as a consequence of death or injury received by me during my participation in the said activity.

13. I further acknowledge that I have been advised by the principals, servants and/or agents of **Adventure Bound NT** of the risks associated with Abseiling and Rock climbing and to the extent permitted by law, hereby release and hold harmless **Adventure Bound NT** its principals, servants and/or agents from any suit, demand or claim arising as a consequence of death or injury received by me during participation in the said activity, or during my participation in any Abseiling & Rock Climbing activities following completion of said activity.

14. I further acknowledge that this document may be relied upon in any proceedings instituted in any Court by me or my heirs, executors and assigns.

Signature of Participant \_\_\_\_\_ Date \_\_\_\_\_

Signature of Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_  
(where applicable)

1. Abseiling & climbing includes any activity requiring the use of ropes such as flying fox's (ie tyroleans), canyoning and caving.

**All paragraphs need to be initialled here**

**SAMPLE ONLY**

introduction to Abseiling and Climbing. The participant is required to be introduced to abseiling and climbing activities by a qualified instructor to become a member of the Association.

risks incurred by participation in an activity where the risks are greater than the benefits.

ve acquired the written consent of my parent or guardian if I am under 18 years of age and signed this document of my own free act.

y Abseiling and Climbing activities.

**School camp**  
**Checklist – Personal belongings**

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Sleeping bag     | <input type="checkbox"/> sheet/blanket      | <input type="checkbox"/> Pillow                   |
| <input type="checkbox"/> Sturdy shoes     | <input type="checkbox"/> Socks              | <input type="checkbox"/> Thongs/sandals           |
| <input type="checkbox"/> t-shirts         | <input type="checkbox"/> Shorts             | <input type="checkbox"/> Towels                   |
| <input type="checkbox"/> Warm clothes     | <input type="checkbox"/> Brush/comb         | <input type="checkbox"/> Hat ( <b>broad rim</b> ) |
| <input type="checkbox"/> Toothbrush/paste | <input type="checkbox"/> 30+ sunscreen      | <input type="checkbox"/> Shampoo                  |
| <input type="checkbox"/> Insect repellent | <input type="checkbox"/> camera/film        | <input type="checkbox"/> soap                     |
| <input type="checkbox"/> Cup              | <input type="checkbox"/> Knife, Spoon, Fork | <input type="checkbox"/> torch/batteries          |
| <input type="checkbox"/> Bowl/Plate       | <input type="checkbox"/> Swimmers           | <input type="checkbox"/> 1Ltr Water bottle x 2    |

Adventure Bound will not be supplying water bottles, please make sure students have their water bottles

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Valuables

Valuable personal items such as any jewellery, wallets, radios, video cameras and walkmans are considered inappropriate for the program and are subject to the risk of loss or damage whilst participating in the activities. Students are therefore discouraged to bring such items along, any valuable item lost, damaged or stolen, ABNT will not be liable.

## Camp guidelines

### School Staff and Adventure Bound NT staff

**Arrival:** ABNT staff will meet the school bus at the parking area and show all students and school staff where the camp ground area is. Everyone will move up to the camp ground area where the introduction brief will take place. ABNT staff will let everyone know the requirements for the camp. A safety brief will take place at the camp ground and also at the Bark Hut. Once this is completed ABNT staff will help out in setting up camp. The setting up of camp generally takes up until lunch time where the students will have their lunch and ABNT staff will let the school staff know when activities will start. All paper work for the camp is to be given to ABNT staff at the beginning of camp.

#### Full day

**0630:** Adventure Bound NT staff will be down at the Bark Hut at approximately 6:30 to prepare breakfast for a 0700 start, unless otherwise told of an earlier or later start. School staff are required to make sure students are up and ready for breakfast by this time. Breakfast for everyone will be from 0700 to 0800 unless otherwise organised, if students or teachers have not come down for breakfast within this time they will miss out. If teachers/adults want to go to the kitchen for a coffee at any time, this is ok. Students are required to clean all their own utensils and a duty group will be nominated to help clean all pots and pans used in cooking breakfast.

**0800:** Between 0800 and 0830 or otherwise organised, students have this time to clean the campsite, toilets and showers and prepare for the day's activities. The students are under the supervision of school staff up until the activities start at approximately 0830, or otherwise organised.

**0830:** Structured activities will start at approximately 0830. All students and teachers involved in the day's activities will meet in the middle of the camping area (muster point) around the large rocks, unless told earlier by ABNT staff. When everyone arrives at the rocks, ABNT staff will let all groups know where they are to proceed for the first session of the day. ABNT instructors will run the activity under the supervision of the teachers. The activity will run for approximately 2 to 3hrs with a break in the middle if required, this is up to the discretion of the teacher and the instructor running the activity. Students are to remain at the activity site until the activity has completed. If the students need to go somewhere during activity time, the teacher must be notified and give them the permission. There must be at least 2 students together at all times and a time must be given on when they are to return to the activity site. Once the students have the permission to go, the instructor running the activity must be told. When the activity is nearly completed the instructor will let the students and teacher know, so the students can start to pack up and leave the activity area clean and tidy for the next group. Once the activity is finished the instructor will lead group back the camp site area and hand the students back over to the teacher. The teachers will supervise all students during the lunch break, unless the students are on lunch duty which then they will be under the supervision of ABNT staff at the Bar Hut.

**1200:** Lunch will be approximately 1200pm through to 1pm. Activities will not start until 1:30pm, this will give ABNT staff ½ an hour to prepare for the next session.

- 1330: At approximately 1330pm, all students and teachers will meet ABNT staff conducting the activity at the rocks in the middle of the camp site unless they were told different by ABNT staff. When everyone arrives at the rocks, ABNT staff will let all groups know where they are to proceed for the last session of the day. ABNT instructors will run the activity under the supervision of the teachers. The activity will run for approximately 2 to 3hrs with a break in the middle if required, this is up to the discretion of the teacher and the instructor running the activity. Students are to remain at the activity site until the activity has completed. If the students need to go somewhere during activity time, the teacher must be notified and give them the permission. There must be at least 2 students together at all times and a time must be given on when they are to return to the activity site. Once the students have the permission to go, the instructor running the activity must be told. When the activity is nearly completed the instructor will let the students and teacher know, so the students can start to pack up and leave the activity area clean and tidy for the next group. Once the activity is finished the instructor will lead group back the camp site area and hand the students back over to the teacher. The teachers will supervise all students during free time, unless the students are on dinner duty which then they will be under the supervision of ABNT staff at the Bar Hut.
- 1630: All students from this time will be under the supervision of the school staff. ABNT staff will have a short break and then start preparing dinner. Students on dinner duty have up until 1730 to have a shower and be down at the Bark Hut to help prepare dinner. All other students have until 1830 to have a shower and be down at the Bark Hut with their eating utensils ready for dinner. Some times for any unforeseen reason, dinner might be late, the ABNT staff cooking the meal will let the teachers know when dinner will be ready or a large metal triangle bell will be rang.
- 1830: If all goes well dinner for everyone will start at this time and go through till approximately 1930 - 2000. School staff are to make sure all students are at dinner and not back at the camp site. If students are back at the camp site for any reason there must be school staff with them. At completion of dinner students are required to clean their own utensils, students on dinner duty are to remain at the bark hut to help clean all cooking utensils and kitchen under the supervision of ABNT staff.
- 1930- 2000: School staff are to let all students know what will be happening for the rest of the night. Students are to remain in the camp ground area at all times under the supervision of school staff. If there are any night time activities school staff are to supervise the activities, unless activities with ABNT staff have been organised. All ABNT staff not involved in cooking will be off duty. School staff can approach ABNT staff and ask for any help in activities for the night, but it is up to the ABNT leader if they want to help out. It is not a requirement for ABNT staff to help out with night time activities. **If the Cane Toad Hunt is a night time activity, students are required to bring their set of gloves for picking up the Cane Toads, Adventure Bound does not conduct this activity.**
- 2200: **All camp ground lights will be turned off at around time, unless prior notice of a later time. If a light is to remain on for the night for whatever reason, extra cost will apply. If students are to go to the toilet through the night they are to have a torch in the tent with them.**
- ABNT staff will let the school staff know where the telephone is located and where all ABNT staff are located for any emergencies throughout the night.

## **DISPUTES**

If at any time there is a dispute between students the teacher will be required to take the students out of the activity and deal with the problem, the instructor will continue with the activity. If the dispute between the students cannot be resolved and they continue to disrupt the group, they are to sit out of the activity for the rest of the session, in an area agreed upon between the instructor and teacher. If there is a spare teacher at the campsite at another location the student or students can be handed over to them.

If there is a dispute between school staff and ABNT staff, they must not discuss this in front of the students. If it cannot be resolved at the activity site away from the students, everyone is to return to the campground area, students to be told what is required of them by the school staff and the dispute to be resolved in an area out of site from the students. If the school staff member and ABNT staff member cannot resolve the problem they are to take it to senior management of the school and ABNT. The students during this time should be supervised by school staff until the matter can be resolved.