



## **MANGAKAHIA AREA SCHOOL**

### **TE KURA TAKIWA O MANGAKAHIA**

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## **EDUCATION OUTSIDE THE CLASSROOM (EOTC)**

### **LEGISLATION**

Crimes Act 1961, Education Act (1989), Health and Safety in Employment Act 1992,  
Health and Safety in Employment Regulations 1995  
National Education Goals (1993), National Administration Guidelines (1993)  
Vulnerable Childrens Act 2014

**Memorandum of Understanding** with He Matariki Teen Parent School

### **FOCUS**

Safe and quality learning experiences are intrinsic to the teaching and learning process. Lessons and programmes should be based on the educational needs of the students and the community in conjunction with curriculum statements. EOTC activities should be appropriate to these needs and based on sound teaching and learning practices, across the curriculum.

### **EOTC GOALS**

- Provide students with opportunities to learn outside the classroom, across the curriculum.
- Promote appreciation of our heritages – local, national and global.
- Increase student awareness and understanding of the traditions and values of their own, the tangata whenua and other cultural groups.
- Increase student understanding of different perspectives on land, natural resources, the environment, and of the need for conservation management.
- Provide students with opportunities for enjoyment, adventure and challenge, both close to home and far away.
- Provide students with opportunities to enhance spiritual, physical and mental well-being through uplifting experiences in a natural environment.
- Develop students' skills so they can move with confidence and safety in urban, rural and wilderness settings.
- Help students develop respect for themselves and others, by providing them with opportunities for personal and social development.
- Enable students to take increased responsibility for their own development and to regard learning as enjoyable, continuous and lifelong.
- Provide students with opportunities to develop in many diverse ways.

### **GUIDELINES**

- The safety of students, teachers, and volunteers in EOTC activity is paramount.
- The EOTC guidelines as provided by the MoE must be followed and monitored by the EOTC school co-ordinator and in the case of HM, by its manager.
- All approved forms must be used and approved by SMT/HM Manager prior to the EOTC event.

- The Principal and Board must be notified of any student taking part in an EOTC activity under the direct supervision of an outside body e.g. OPC, NZASA Sports etc. This notification must be timely, ideally one month (within reason) ahead of the activity.
- School parents/caregivers need to be fully informed of the EOTC event through a letter if the student is living at home. If a student is not living at home a potential emergency contact is informed. The letter must be approved by the EOTC co-ordinator and contact details confirmed on EOTC forms.
- Overnight trips must be approved by the Board Chair four weeks in advance of the event.
- A budget to be prepared and the venue/facility visited and checked for safety.
- Students may only attend an overnight trip if they are properly equipped and teacher in charge checks equipment prior to student embarking upon trip
- All EOTC fees must be paid in advance of the trip

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The above policy was reviewed and mandated by the Board of Trustees on 18<sup>th</sup> October 2016

This policy is next to be reviewed Term 3 2017.

Chairman of the Board of Trustees: *R. Cocks* (signature)  
Rachel Cocks

Date signed: *18<sup>th</sup> October 2016*