



**DURHAM CATHOLIC
DISTRICT SCHOOL BOARD**
Learning and Living in Faith

POLICY – PO512

Student Excursions and/or Exchanges for Educational Purposes

Area: Academic Services
Source: Superintendent of Education – Academic Services

Approved: January 5, 1998
Revised: January 24, 2005; February 9, 2015; May 6, 2019

1. Introduction

Student excursions are vital to education, extending learning beyond the classroom with practical experiences that enhance academic understanding and support personal and social growth. This policy ensures student excursions are safe, inclusive, and effective, maximizing educational benefits while prioritizing well-being. The goal is to provide enriching, educational experiences.

2. Definitions

Nil

3. Purpose

The purpose of this policy is to ensure that all student excursions are conducted safely, responsibly, and in a manner that enhances the educational experience.

4. Application / Scope

This policy applies to all students, staff, and volunteers involved in school-organized excursions.

5. Principles

5.1 Excursions and/or educational exchanges:

5.1.1 are consistent with Catholic values and teachings;

- 5.1.2 have educational value with connections to Catholic Graduate Expectations, and the Ministry of Education Ontario Curriculum, and Ontario Catholic Curriculum Policy Documents;
- 5.1.3 broaden the student's experiences by providing experiential education;
- 5.1.4 cultivate personal, spiritual and emotional growth and development;
- 5.1.5 allow for practical application of knowledge and skills;
- 5.1.6 should be inclusive and accessible to all students, including those with special needs; and
- 5.1.7 enhance school and community spirit.

6. Requirements

- 6.1 All excursions and/or exchanges must be planned in advance and approved by administration, with additional approval for multi-day excursions, in accordance with the Student Excursions and/or Exchanges for Educational Purposes Administrative Procedure (AP512-1).
- 6.2 Information regarding excursions must be provided to parents/guardians in advance, in accordance with the amendments to the Education Act made by the Better Schools and Student Outcomes Act, 2023.
- 6.3 Excursions must be directly tied to the curriculum and enhance classroom learning experiences.
- 6.4 A risk assessment should be conducted on all student excursions and/or exchanges and all participants should be aware of safety protocols.
- 6.5 All reasonable efforts should be made to ensure all students have access to excursions.
- 6.6 Adequate supervision by qualified staff and approved volunteers is essential. Supervisors must adhere to the school's code of conduct and privacy policies.
- 6.7 Mass must be included in the itinerary of any excursion or exchange which includes or falls on a Sunday or other Holy Day of Obligation.

7. Sources

- 7.1 Ontario Physical Activity Safety Standards in Education (OPASSE)
- 7.2 Health Protection and Promotion Act, Regulation 565 (Public Pools), 2018
- 7.3 Health Protection and Promotion Act, Regulation 503/17 (Recreational Camps), 2018
- 7.4 Student Protection Act, 2002

7.5 Better Schools and Student Outcomes Act, 2023

8. Related Policies and Administrative Procedures

- 8.1 Volunteers in Schools Policy (PO413)
- 8.2 Supporting Children and Students with Prevalent Medical Conditions (Anaphylaxis, Asthma, Diabetes, and/or Epilepsy) in Schools Policy (PO601)
- 8.3 Anaphylactic Students (Protection of) Administrative Procedure (AP601-1)
- 8.4 Administration of Oral Medication Policy (PO609)
- 8.5 Code of Conduct Policy (PO610)
- 8.6 Code of Conduct Administrative Procedure (PO610-1)
- 8.7 Student Discipline Policy (PO611)
- 8.8 Student Discipline Administrative Procedure (AP611-1)