

# Teacher Resource – School Camp



Alexandra Adventure Resort would like to welcome you and your school to our amazing facility and we are here to assist with any questions you may have at any time.

As per the current Victorian State Government's Guidelines for COVID-19, we have made changes to ensure all safety and health requirements are met. We require all guests staying with us to adhere to these procedures and guidelines to ensure that our camp complies with all regulations.

We have created this guide for you to share with your school teachers and staff attending camp.

## Face Masks

- As directed by DET (<https://www.education.vic.gov.au/school/Pages/school-camps.aspx>), **ALL school staff, volunteers and secondary school students must wear masks during camp.**
- **Please ensure all staff and students have at least 3 masks each (one for each day at camp) for their own personal use.**
- If you need any further single use face mask supplies, please contact the Office Manager to arrange for an extra cost.

## Pre-Camp Screening

- It is the responsibility of each school to organise and implement the temperature checking of **ALL students and teachers, including all volunteer parents** travelling on the bus or in private vehicles.
- Temperature checking is to be completed **prior** to everyone boarding the bus and leaving your school premises on the day you are required to attend camp.
- The Camp coordinator/teacher must phone or email the AAR Office prior to leaving the school to confirm everyone has gone through the pre-camp screening and are well to attend camp.
- We will also require confirmation that attending members in your group **are not**:
  - *Feeling unwell*
  - *Have and/or their direct family member tested positive for Coronavirus in the last 30 days*
  - *Been in known contact with anyone with the Coronavirus within the last 14 days*
  - *Are required and/or their direct family member to be in isolation or quarantine*
  - *Returned from overseas in the last 14 days.*
- Schools must record the names and contact numbers of all people staying at camp and provide this to AAR for future contact tracing if needed. A template will be provided by AAR.

## OH&S:

- AAR have a dedicated First Aid room so if anyone becomes unwell during camp, they will be immediately isolated, and arrangements are to be made for the person to leave camp immediately and seek medical advice. AAR Camp Management must be notified.
- AAR also have PPE equipment and a no-contact thermometer available onsite if required.

**Under NO circumstances is anyone to come to Camp if they are the slightest bit unwell – e.g. fever, cough, sore throat, runny nose, shortness of breath, chills, loss of sense of smell, etc.**

**If a student or staff/volunteer arrives to Camp unwell, they are to be collected and taken home immediately.**

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## Meals

- All students and staff are to bring their own refillable drink bottles. Dedicated water refill taps are located onsite.
- Student Duty Groups are still required for meal times – for pack up only.
- We kindly ask school staff to assist with serving meals as guided by the Chef/AAR staff.
- Larger groups of 100+ will have meals in two separate eating areas to help promote social distancing. If numbers are below 100, we are able to spread out in the Dining Room.
- A separate table will be reserved for school staff meals and chairs will be set out with distancing rules in place.
- All morning tea and afternoon teas will be eaten outside in the BBQ undercover area.
- A hospital grade disinfectant product will be applied to all tables and chairs after each sitting.
- We have installed perspex protection screens in the Kitchen for meal times.

## Activities

- Any shared activity equipment such as helmets and harnesses will be cleaned and sanitised before and after each groups' use.
- One school staff member is to be allocated to each activity group and will remain with that group for the duration of camp. This will assist staff to know each student in their group and observe if any child becomes unwell during camp.
- Night time activities are run by school staff and we can assist and advise if necessary to separate larger groups into two groups and run separate activities in the evening.

## Accommodation

- All students and staff are to bring their own bedding to camp i.e. bed sheets, sleeping bags/blankets, pillow and bath towel/s.
- Accommodation rooms and bathrooms are all cleaned and sanitised prior to each school's stay.
- Accommodation Lodges/sleeping arrangements will be arranged between the Office Manager/Camp Owner and the school's Camp coordinator.
- Room allocations will be organised according to guidelines provided by relevant Authorities.

## Cleaning & Hygiene Procedures

- We ask that school staff continually remind all students during camp to wash and sanitise their hands throughout the day - e.g. before and after meals, use of bathroom facilities, coughing/sneezing and before and after all activities.
- Personal hygiene products, i.e. toilet paper, soap for soap dispensers and hand sanitiser will be monitored and supplies well stocked.
- Over 15 sanitising stations are located all around the camp buildings and on field for activity use.
- Signs are placed around the camp reminding everyone to practice safe hygiene and social distancing.
- We have employed extra cleaning staff to increase cleaning and sanitising of all surfaces and high frequency touch points while groups are at camp.

## Staff Training

- AAR staff complete a Health Checklist and their temperatures are checked prior to starting each shift.
- All AAR staff will be wearing masks as directed by Authorities.
- All AAR staff have completed the COVID-19 Infection Control training and are aware of new processes and procedures put in place at Camp.

We hope you all have a fantastic time here at camp! 😊

**Brooke & Chase Pearce**  
Camp Owners

**Lisa Wallace**  
Office Manager

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