98 Hurndall Street
Maungaturoto
Phone/fax: 09 4318487
otamateachristianschool@gmail.com
https://www. otamateachristianschool.com

EDUCATION OUTSIDE THE CLASSROOM (EOTC) POLICY

Why we have EOTC at our school

Firstly, Otamatea Christian School believes in utilizing a range of environments, and experiences to enhance the learning of our students.

Secondly, students at our school have ready access to the beaches, caves, bush walks and many outdoor activities in the surrounding area. We are located 90 minutes from Auckland, 50 minutes from Whangarei and are located in a small rural town that offers the 'Real New Zealand Rural Experience.' Maungaturoto is the gateway to Dargaville and the Far North of New Zealand. The Far North offers many outdoor activities, scenic activities and cultural activities. For many of our students and International Students these areas are part of their playground. We would like to ensure our students and those that visit our school as International Students are kept as safe as possible.

Thirdly, the school believes in providing students with the opportunity to participate in recreation, leisure, and sport.

PROCEDURES FOR EDUCATION OUTSIDE THE CLASSROOM

Education outside the Classroom (EOTC) is defined as all those events that occur outside the classroom, both on and off-site, including all curriculum, sporting and cultural activities. EOTC activities are defined by their level of risk. Planning and consent requirements are different for each level. See the Risk Levels in EOTC table within these procedures.

The school's EOTC activities support and enhance the A.C.E (*Accelerated Christian Education*) Curriculum.

EOTC activities must be approved by the principal or the Board of Governors and overnight camps by the Board of Governors. The Board has governance and health-and-safety duties in relation to school EOTC activities, while responsibility for health and safety may also be shared with staff, volunteers, contractors, activity providers and other organisations involved in an activity.
All school health and safety policies and procedures apply to EOTC activities.
who hold the ultimate legal responsibility for approved excursions. All school health and safety policies apply to EOTC activities.

EOTC programmes:

- enhance learning, through a variety of well-designed, first hand experiences
- provide experiences for students that encourage awareness of the values and philosophies of the tangata whenua, and with other cultures within the school community
- increase students' knowledge, understanding, and appreciation of the school area, local district and other familiar and unfamiliar places
- promote ecological awareness and personal responsibility towards environment
- develop students' skills in observation, recording and organisation
- help students develop self-confidence and a sense of adventure
- assist students in their social development by placing them with others in unfamiliar situations
- help students develop an attitude of responsibility, particularly towards their own

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safety and that of others
- Provides students with opportunities to work together in a group.

To make EOTC effective and safe, the school will:
- involve students, parents, caregivers, and the community at all relevant stages of planning, preparation, performance and evaluation
- be aware of cultural considerations of participants
- ensure, where possible, that students are not excluded for financial or special reasons
- provide alternative learning situations for students unable to participate
- follow Ministry of Education regulations and guidelines on safety and supervision, risk management, leadership, and legal requirements
- Ensure adequate ongoing training for all staff involved in EOTC, including support staff attending approved workshops, seminars, courses and training and assessment schemes.

Taking children out of the school environment can provide them with life changing experiences which they will remember for the rest of their lives. It can also put them at risk and into unfamiliar situations. Careful planning and preparation is needed to minimise risks and make the activity a positive experience for each student.

Engaging in EOTC

With all events beyond the classroom there is a potential for gain and a potential for loss.

To realize the gains teaching staff, and those supporting the teachers (support staff, volunteers, student leaders and contractors) are responsible for:

1. The writing of the specific goals and outcomes for any EOTC episode. (TIC)
2. Ensuring the safety of all students and adults involved in the events. Risk identification, elimination, isolation and minimization are crucial elements in mitigating the losses and thus realizing the gains.

Reviewed September 2026