



MINISTRY OF EDUCATION

Te Tāhuhu o te Mātauranga

*New*

# EOTC guidelines

*...bringing the curriculum alive*

***Outdoor Recreation***

***Regional Forums***

***December 2009***

***Outdoor Recreation Qualifications***



# EOTC Guidelines

## - How to get a copy

- ▶ Download at [www.tki.org.nz/e/community/eotc](http://www.tki.org.nz/e/community/eotc)
- ▶ Order at [www.thechair.minedu.govt.nz](http://www.thechair.minedu.govt.nz)
- ▶ Quote item numbers 33438 (book) 11438 (CD)

# EOTC guidelines roll out

- ▶ Ministry staff and EOTC experts are **presenting** information about the revised guidelines to education sector group meetings in all regions
- ▶ EONZ are leading **workshops** on the revised guidelines in some regions
- ▶ If you would like a **presentation** in your region email [eotc@minedu.govt.nz](mailto:eotc@minedu.govt.nz)

# Key changes

The main changes are in *depth and emphasis*



## Key messages

- ▶ **Clearly linked to the curriculum**  
(*Chapter 1 – Bringing the curriculum alive*)
- ▶ **Reduce the ‘perception’ of compliance by keeping the paperwork proportional to the risk**  
(*Chapter 3 – Planning*)



# Roles & responsibilities

## Principal and board (Chapter 2)

- Overview of EOTC policy in school
  - Identify EOTC knowledge or expertise
  - Identify EOTC co-ordinator
  - Ensure competent leaders are available to **lead** EOTC experiences
  - Oversee systems approach to EOTC management in the school

# Teachers' responsibilities (Chapter 2)

- ▶ Ensure appropriate procedures are in place for **learning** and **safety**
  - These should be consistent with the EOTC and Outdoor Activity Guidelines
- ▶ Keep paperwork proportional to the risk
- ▶ Consider documenting standard operating procedures (eg, generic SAP or RAMS) for regular EOTC activities



# ... responsibilities (con't)

- ▶ Make sure you keep the principal and board informed of EOTC events coming up in the next period as per school procedure
- ▶ Recommend competent leaders to *lead* EOTC experiences



# Competent leaders (Chapter 4)

Cornerstones of learning safely:

- ▶ Competent staff
- ▶ Clearly identified roles and responsibilities
- ▶ Adequate ratios and effective supervision



# Staffing and supervision (Chapter 4)

- ▶ Person in charge
  - Ideally school staff
  - Proven **competence** and experience
  - Free of direct supervision of students
  
- ▶ Activity leader
  - **Competence** in activity
  - I.e. relevant experience and/or qualification)
  
- ▶ Assistant
  - Doesn't fully meet **competence** requirements
  - Good helper



# Building capability (Chapter 5, p. 46-7)

Outdoor leadership level	Qualification Available
Foundation	Outdoor activity supervision, first aid
Leader	Outdoor Leader, bush walking, kayak, mountain bike, rock-climbing, abseil, flat water kayak, indoor climbing wall
Instructor	Bush, rock, abseil, kayak, canoe, sea kayak guide, sea kayak instructor, cave, alpine
Advanced instructor / coach	Bush, rock, alpine, kayak, sea kayak, cave

# Support for building capability

- ▶ The Ministry of Education has Study Support Grants
- ▶ suited to gaining outdoor qualifications
- ▶ 4 hours per week teacher relief plus \$500 course fee
- ▶ Secondary and Area School teachers are eligible to apply
- ▶ [www.minedu.govt.nz/studyawards](http://www.minedu.govt.nz/studyawards)

# Contractors & Providers.....

- ▶ **“when an outside provider is contracted.....the Board of Trustees is still responsible for student safety....”**  
para 135 page 41
- ▶ **“Checking provider quality....”** six measures are listed and sample forms are provided....” the BOT should be assured that it is a quality programme.”
- ▶ **OutdoorsMark, the national safety quality assurance programme indicates that the provider has been assessed as working at, or above, current industry safety standards**

**Paras 172-175 pages 48-49**