

## **School Tours Policy**

*School Tours may be arranged by class teachers and/or subject coordinators in consultation with the school principal/deputy principal.*

### **General regulations regarding school tours:**

- Children wear their school uniform or school tracksuit.
- Children remain seated with their seatbelt fastened at all times while the bus is travelling.
- Children are not permitted to eat on the bus.
- The children tidy the bus before they leave it at the end of the tour.
- The school codes of conduct and discipline apply on tours.
- The school policies on mobile phones and jewellery apply on tours.

### **Informing Parents:**

Parents are notified of the following:

- (a) Itinerary & Timetable
- (b) Cost
- (c) Special clothing necessary
- (d) Lunch
- (e) Teachers will not be responsible for any loss of childrens' valuables (i.e. cameras etc).

### ***These items are not allowed on school tours:***

- Electronic/interactive gadgets
- Money
- Make-up/Jewellery