

BROOME CAMP SCHOOL GENERAL CONDITIONS FOR HIRE

BOOKING CONFIRMATION: Signing the "Booking Confirmation and Acceptance of Hire Agreement Form" and the payment of the deposit by the required date secures a groups booking.

PAYMENT: At the completion of camp, schools will be issued one invoice which includes all accommodation, meal and on-site activity costs. All external activities need to be paid for on the day to the appropriate company. For user groups, unless prior arrangements have been made with the camp manager, full payment is required on departure.

CANCELLATION: Cancellations must be advised in writing. All deposits are non-refundable. Please consider carefully when booking

TERMINATING THE OCCUPANCY: The Broome Camp School reserves the right to terminate the occupancy for breach of the "General Conditions for Hire". The Camp Manager is empowered to take action as deemed necessary for the proper conduct of the camp.

PRICES:

SCHEDULE OF FEES 2010

SCHOOL GROUPS ONLY

	Adults	Students
Breakfast	\$6.00	\$5.00
Lunch	\$7.00	\$6.00
Dinner	\$7.00	\$6.00
Accommodation	\$30.00	\$22.00
TOTAL	\$50.00	\$39.00

Weekend surcharge \$160.00 per day for camps that include Saturday, Sunday or public holidays.

Campers are required to bring a minimum of 2 single sheets, a pillowcase, towel and toiletries. Linen can be supplied for a cost of \$8.00 per set. If insufficient linen is brought then you will be charged \$8.00 for the use of our linen.

Campers are responsible for serving and clearing of meals, washing and wiping of dishes and general tidiness of dormitories.

Fees include morning tea and any program run by the school. **These rates are government subsidised and are not available to community groups.**

COMMUNITY GROUPS

	Adults	*Children
Breakfast	\$8.00	\$6.00
Lunch	\$8.00	\$7.00
Dinner	\$12.00	\$7.00
Accommodation	\$42.00	\$25.00
Breakfast & Accommodation	\$50.00	\$31.00
Breakfast, Dinner & Accommodation	\$62.00	\$38.00
Breakfast, Lunch Dinner & Accommodation	\$70.00	\$45.00

* Community Groups Children Fees = school children 15 years and under (Year 10 and under)

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Weekend surcharge \$300.00 per day for camps that include Saturday, Sunday or public holidays.

Campers are required to bring a minimum of 2 single sheets, a pillowcase, towel and toiletries.

Linen can be supplied for a cost of \$8.00 per set (2 sheets and 1 pillowcase). If insufficient linen is brought then you will be charged \$8.00 for the use of our linen. Campers are responsible for serving and clearing of meals, washing and wiping of dishes and general tidiness of dormitories.

Fees include morning tea. Additional charges apply for Camp School activities by non school groups. See Manger for details.

TEACHERS IN CHARGE (GROUP LEADERS) / POLICY COMPLIANCE: DET policy requires the principal of the visiting school to nominate a member of the teaching staff to be the "teacher in charge" and authorise that person to manage the excursion (camp).

The teacher in charge is required to comply with the procedures outlined in:

Excursions: Off School Site Activities

<http://www3.eddept.wa.edu.au/regframe/Documents/DO01009379.pdf>

Residential Camping, Outdoor Education and Recreation Activities

<http://www.eddept.wa.edu.au/hpe/guidelines.htm>

The Teachers in Charge is responsible for campers supervision at all times. Camp staff may instruct, lead, demonstrate or assist in an activity, but, the Teacher in Charge is deemed to be responsible for overall group supervision.

It is the responsibility of the Teachers in Charge to ensure that campers understand and follow the rules and procedures of camp.

EMERGENCY PROCEDURES / SAFETY: The camps emergency procedures comply with DET policy on **Emergency Management**. Emergency procedures and evacuation plans are strategically posted throughout the camp school and will be referred to by camp school staff during the "orientation to camp". Thereafter, it is the responsibility of the Teacher in Charge to brief any subsequent arrivals, including day visitors, on these and all other safety aspects and general conditions of camp.

The camp also complies with the DET's specific requirements of residential camps and is fitted with regularly maintained: fire extinguishers, fire hoses, smoke detectors, emergency lighting and illuminated exit signs.

PROGRAM: Any changes to the program should be made in consultation with the Camp Manager. DET policy states that Teachers in Charge "Must not allow students participating in an excursion to engage in additional or alternative activities for which parental approval has not been gained".

MEAL TIMES: Unless the Camp Manager has approved a change or indicated otherwise, meal times are to be strictly adhered to.

SPECIAL DIETARY REQUIREMENTS: Special diets and allergies can be catered for. Please indicate these in advance on the "Camp Return Form" (see Camp Information Package or Form on the camps website:
www.broomecampschool.com.au)

WHAT TO BRING: In addition to clothing and personal needs, campers are required to bring 2 single sheets, a pillowslip, towel, and toiletries. A doona and pillow are supplied. Linen (no towel included) can be ordered by prior arrangement at a cost of \$8.00. See suggested clothing list in Camp Information Package or website.

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DAILY DUTIES: Groups are responsible washing and wiping of dishes and general cleaning and tidiness of camp. A copy of "Campers Duties" is available in the Camp Information Package or the camps website.

FIRES: No fires may be lit on the property without the consent of the camp manager.

DAMAGE AND LOSS: Groups are liable for and, at the discretion of the Camp Manager, be charged for damage to or loss of camp school property and equipment. The Broome Camp School takes no responsibility for the loss or damage to personal property.

ALCOHOL/SMOKING: In accordance with DET policy the consumption of alcohol at the camp requires the prior approval of the Camp Manager. Smoking on site is prohibited.

FOOD AND DRINK: Food, including lollies, and drinks, except water, are not to be consumed in dormitories.

FIRST AID: First Aid is the responsibility of campers. The group is expected to provide their own first aid equipment. The Camp Manager is qualified in First Aid and does have back up first aid supplies.