

COMMUNITY – COLLEGE TOURS POLICY**1.0 RATIONALE**

The Mandurah Catholic College Board of Management supports the concept of tours conducted under the banner of the College name in the belief that they are positive adjuncts to the other curriculum offerings of the College.

2.0 DEFINITION

A College Tour can be defined as a voluntary activity undertaken by a group of students and staff which involves extensive travel, either domestic or international. It will always support some aspect of the College's broad curriculum but never be a compulsory component of any course or program.

3.0 EXAMPLES OF TOURS OFFERED AT THE COLLEGE

The Flores Mission, Study Tour of Canberra, Netball Tour, Rugby Tour. Other Tours may be decided by the College Principal.

4.0 SELECTION

- Students are required to lodge their application by a set date
- A panel made up of a Principal, Deputy Principal, Tour Organiser and another relevant staff member will review all applications and have the power to remove applicants if there are issues arising from previous behaviour or attitudes that are of concern. These tours are a privilege and all participants need to be suitable 'ambassadors' for the College.
- Parents should not sign an application for their child if College fees are in arrears. Refusal may cause embarrassment to families. While it may be argued that it is not the student's fault the fees are in arrears, this rule will stand, even if the student has worked to save money for the tour.
- Successful candidates will need to comply with all the necessary deadlines eg, deposit and progressive payments.
- If a ballot is required it will be conducted in the Administration Building with the assistance of Student Leaders. The ballot will ensure a gender balance is maintained. After the ballot, the results will be displayed. These results will show the successful students and an ordered wait-list.
- If a student needs to withdraw from the tour, then the wait-list will be used.
- Trial processes for sport tours may form a part of these particular tours.
- The Principal has the final discretion of any students representing the College in any tours.

5.0 STRATEGIES FOR PARENTS AND STUDENTS

- Prior to the application process, families should discuss the affordability of these tours and put into place a number of strategies where the student earns money by helping at home, taking on a part-time job, receiving money instead of presents for birthdays etc. If parents simply pay for the full amount, a significant part of the educational experience is lost.
- Families need to prepare for the situation where their child may miss out. This is another important learning experience where "we do not always get what we want".

6.0 INDIVIDUAL 'PEAK' REPRESENTATION

Where a student has been selected for State or National representation, an application can be made to the College through the Principal for one off assistance.

7.0 WITHDRAWAL FROM TOUR

Any withdrawal from the tour will result in the deposit being forfeited.