



Wanpa-rda Matilda Outback Education Centre

Information Pack



Information about Barcaldine

Origin of the name Barcaldine: Barcaldine Castle Argyle, Scotland – the ancestral home of the Campbell's. Donald Charles Cameron nephew of Laird who migrated to Australia in 1852. When he took up the land along the Alice River in 1863 he named it 'Barcaldine Downs' which was after his family's estate, Barcaldine Castle in Scotland.

- All streets are named after trees, for example, Oak Street, Elm Street and Ash Street.

- Barcaldine is on the Tropic of Capricorn, 273 metres above sea level.

Foundation Date: November 8th, 1886

Population: approx. 1600. Shire approx. 1800

First bore on the Great Artesian Basin: February 14th, 1886 at Back Creek just east of Barcaldine.

Average Rainfall: 475mm

Temperatures: Winter –dry and reaches min 0°C. Summer – wet season, reaches max 45°C.

The whole district relies on the Great Artesian Basin for domestic water and for watering stock.

Chief industries in the district: Wool growing, beef cattle and tourism.

Mobile Phone Service: Next G (rural tick (best coverage))

How to get to Barcaldine:

Coaches arrive every morning from Brisbane and return again in the evening.

Coaches arrive for Rockhampton every Tuesday and Saturday.

Passenger trains leave Brisbane every Tuesday and Saturday, returning the following days (Monday and Thursday).

Three (Tuesday, Thursday & Saturday) QANTAS services every week from Brisbane returning the same day (2 hour return trip)

Radio Stations

1098AM Radio 4LG Longreach

540AM

105.7 FM Triple J

100.9 FM Longreach

88FM Tourist Radio

TV Channels

Seven (Southern Cross, Two, Mate)

Nine (Gem, Go)

ABC (News, Kids, Music)

Imparja

SBS (HD, Food Network, Radio)

Ten

Eleven

One

Eating Places

Choice Roadhouse

Barcaldine Bakery

Ironbark Inn

Ridgee Didge Café

Landsborough Lodge

Roses n Things

Satisfaction Bakery & Café

Landsborough Lodge Motel

Country Motor Inn

Hotels (Union, Shakespeare, Commercial)

Banks

Bank of Queensland

Commonwealth, Westpac, National - Post Office

ATM – Newsagency(Westpac)

ATM- BP Roadhouse & old info centre (BOQ)

ATM- IGA supermarket (Cashcard)



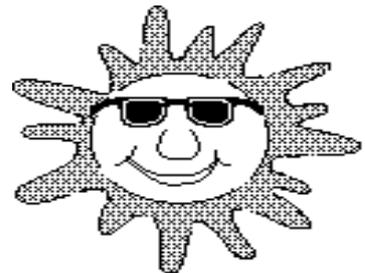
Emergency Numbers

Police	Ph: 000 – (07) 4651 1322	Ambulance	Ph: 000 – (07) 4651 1311
Fire	Ph: 000	Hospital	Ph: (07) 4651 1311
Pharmacy	Ph: (07) 4651 1121	Doctor's Surgery	Ph: (07) 4651 1444
Council	Ph: (07) 4651 1211		

Mobile Phone Information

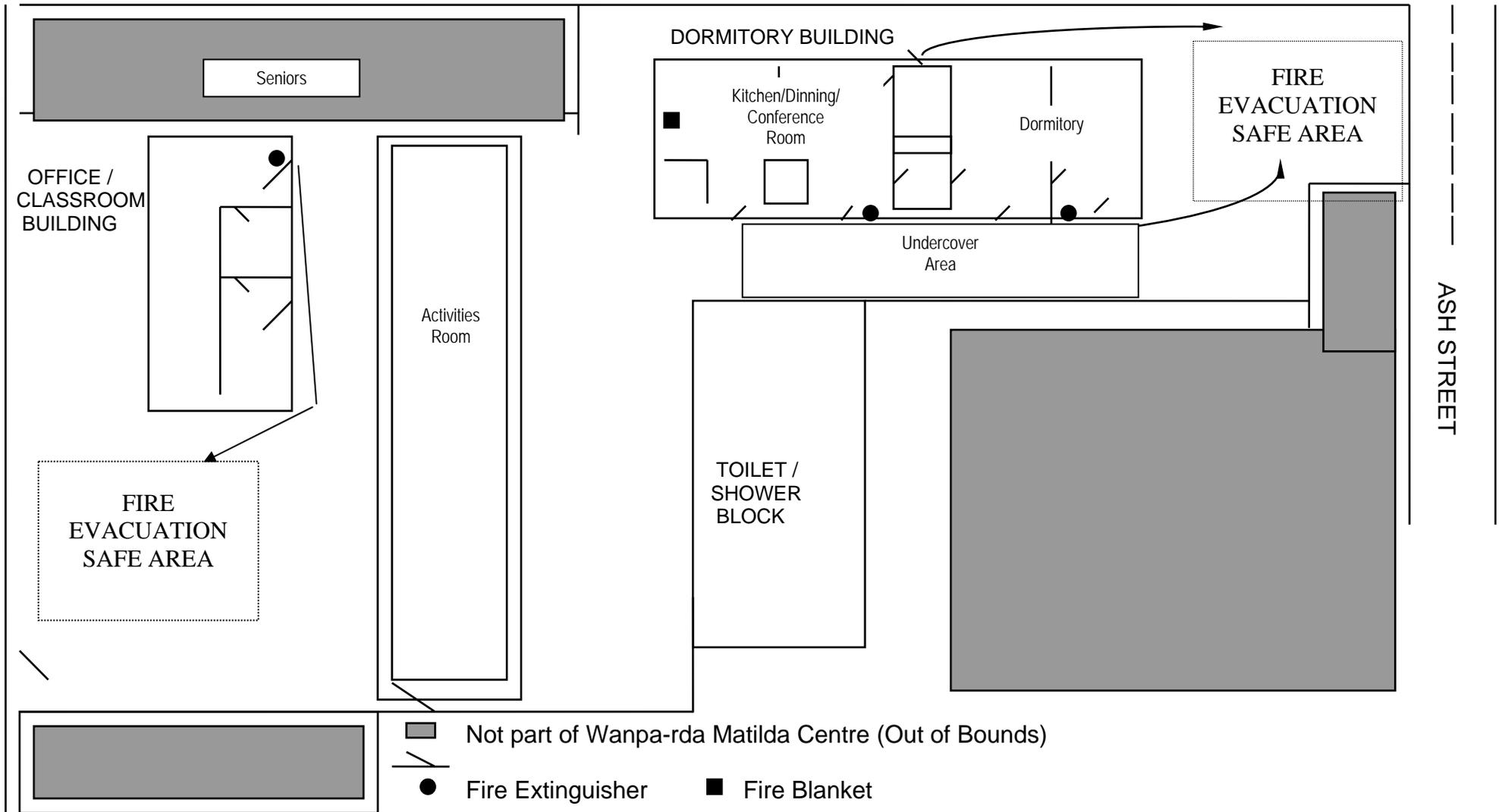


**Not all phones have signal in this area.
Most Telstra next G phones work however the
ones with a rural tick will have the best
coverage.**





WILLOW STREET



ASH STREET



Visitors' Responsibilities

Visiting schools are expected to operate under their existing Behaviour Management Plan while using the facilities and/or participating in the Centre's programs. They are also asked to acknowledge and incorporate our Code of Behaviour and respect our site-specific rules where applicable.

THE ROLE OF VISITING TEACHERS

Before Excursion

- Obtain a suitable First Aid Kit for use on the trip.
- Organise students into dormitories and duty roster (2 dormitories – 13 bunks in each – fits 52 people.)(two smaller rooms for supervisors and staff if not sharing with students)
- Issue "What to Bring" lists and ensure that each student has the necessary items, especially a hat, suitable clothing and footwear and bedding.
- Collect "Parent Consent" and "Student Medical" forms and bring to the centre together with your "Student List".
- Ensure all staff and accompanying adults are aware of the Health and Safety Guidelines of the centre

During Excursion

- Ensure an adult with appropriate First Aid qualifications will be on site after centre staff leave.
- Work cooperatively with centre staff during the learning experiences planned as part of the program.
- ***Be responsible for discipline, organising meals and duty roster and share with the accompanying adults the supervision of students during activities.***
- Administer and record any medication listed on the "Student Medication Record" form.
- Before leaving the centre, leave a copy of the "Student Medication Record" form and any "Accident/Incident" report forms with the Education Officer at the centre.

THE ROLE OF OTHER ACCOMPANYING ADULTS

- Assist in the supervision of students during meal preparation, cooking, cleaning, showers and their general conduct.
- Assist the teachers and centre staff in the supervision of students especially during evening, night and early morning.
- Provide a model for the students by participating in the learning experiences, by observing and pointing out items of interest and also showing your concern for the area by preventing litter and damage.
- Allow students to carry out assigned tasks by themselves – it is all part of the learning experience. Support them just don't do it for them.



Behaviour Management

The Wanpa-rda Matilda Outback Education Centre provides a supportive school environment through praise and responsible use and respect of the environment, facilities and others. The Centre staff respect the visiting school's Behaviour Management Plan and acknowledges continuity as an important aspect. Camp Leaders and accompanying adults, along with WMOEC staff will be actively involved in the promotion of positive behaviour management.

Code of Behaviour – (Responsible Behaviour Plan attached)

Everyone is expected to show respect for:

- The environment
- Centre facilities and equipment
- All Centre staff and visiting students, school staff and accompanying adults

Show respect for others:

- Ideas and opinions
- Differences
- Abilities and limitations

Take responsibility for your own actions.

Where a school chooses not to follow their own Behaviour Management Plan the following plan will be used to deal with breaches of the Code of Behaviour.

1. Acknowledge positive behaviour.
 - a. Point out concerns, alert to consequences.
 - b. Redirect to appropriate task
2. Return to task or sanction (time out), relinquish equipment or role for a short time.
3. Extend sanction or remove to supervised work area.
 - a. If necessary contact the school principal.
4. Consult with teacher, Centre staff and school principal.
 - a. Where behaviour is not acceptable, students are to be returned to school/home by parents or other means arranged between school and parents.

Duty of Care

The Wanpa-rda Matilda Outback Education Centre staff and visiting teachers work collaboratively to support the curriculum programs offered by the centre.

The aim is to provide teachers and students with a physically, emotionally and socially safe educational experience.



Responsible Behaviour Plan for Students

Based on *the Code of School Behaviour*

Rationale

Education Queensland is committed to provisions that ensure all young Queenslanders have a right to and receive a quality education.

Wanpa-rda Matilda Outback Education Centre in conjunction with the Australian Workers Heritage Centre works towards providing every visitor with a memorable experience. We strive to provide a warm, caring and supportive environment where students feel safe and happy.

The learning environment recognises and accepts individual differences and all students have an opportunity to participate in centre programs.

The centre believes in cooperative and joint responsibility with the visiting school to maintain acceptable student behaviour that ensures the well being of each person for the achievement of learning outcomes.

Centre beliefs about behaviour and learning:

The Wanpa-rda Matilda Outback Education Centre believes in:

- A learning environment which is interesting, relevant, challenging and fun.
- A supportive environment where all feel safe and valued.
- A positive, preventative approach to managing behaviour which recognises each school's established responsible behaviour plan for students.
- The establishment of clear expectations for acceptable student behaviour.
- The recognition of the rights and responsibilities of all visitors to the Centre.
- The acceptance of consequences relating to responsibilities.

Processes for facilitating standards of positive behaviour and responding to unacceptable behaviour

In general, the Centre will support the Responsible Behaviour Plan for Students of the visiting school. In turn, the visiting school will need to be aware of the requirements of the centre and therefore schools should note that when visiting the centre, they are under the direction of the centre staff and visiting teachers are expected to be supportive of this plan.



Whole-school behaviour support

Wanpa-rda Matilda's strategies focus on our 5 Cs of personal behaviour:

- ❖ Caring – for the environment, others and self
 - ❖ Considering – the environment and others
 - ❖ Cooperating – with others
 - ❖ Communicating – with others
 - ❖ Courtesy – to others
- a) To this end, it is expected that both centre staff and visiting schools work towards achieving these behaviours.
 - b) Visiting teachers and/or the school are provided with pre-visit Information before a visit, and are expected to be familiar with their responsibilities outlined in the pre-visit booklet.
 - c) Visiting teachers are expected to discuss with their class the centre's expectations and rules prior to visiting.

Targeted behaviour support

Prior to a school visiting the centre, visiting teachers are encouraged to alert centre staff to students who may exhibit challenging behaviour. Centre staff will also ensure they are made aware of students who require consideration because of their particular individual differences.

Intensive behaviour support

Contact will be made with the visiting school's administration in the case of serious breaches of conduct. Centre staff will work with the school for the most appropriate action.

Consequences for unacceptable behaviour

Categories of Unacceptable Student Behaviour

- Unknowingly transgress rules/expectations/social norms.
- Knowingly transgress rules/expectations/social norms.
 - Disruptive behaviour e.g. calling out, minor interference with others' belongings
 - Verbal abuse to others
 - Physical abuse of self or others
 - Disobedience of direction by teacher/aide/volunteer helper
 - Damage/Destruction to property or environment.
 - Theft of property
 - Possession of prohibited items or substances.

Consequences

- Verbal warning of transgression and/or disapproval – reiterate rule/highlight relevant code of behaviour.
- Verbal rebuke – reiterate rule/highlight relevant code of behaviour and/or warn of further consequences.
- Student given to visiting teacher for one to one supervision, while still participating in the activity.
- 'Time out' to quiet place away from the group.



- Exclusion from all activities and student to remain on site under supervision of a teacher.
- Exclusion from all activities and school is contacted to arrange removal of student from centre back to the care of the school. Note, this strategy is a last resort and the centre may use this strategy where there have been wilful and persistent transgressions or gross immoral conduct. Examples may be continued verbal or physical abuse of others, or wilful destruction of property or the environment.

In the case of prohibited items or substances, the student will immediately be excluded from activities and contact with the school will occur. Negotiation will take place with the principal of the visiting school to initiate action in accordance with their school plan. Students may display a combination of behaviours and the severity and frequency may vary. Strategies employed may therefore vary accordingly to meet the given situation.

Consideration of individual circumstances

The individual circumstances of students will be considered through obtaining information on students when planning their visit to the centre. Communication with schools occurs through pre-visits to schools by centre staff. Where this is not possible telephone contact is made with the school prior to visit.



SUN SMART POLICY

Rationale

Queensland has the highest rate of skin cancer in the world. Of all new cancers diagnosed in Australia each year, 80% are skin cancers. Research suggests that at least two-thirds of all melanomas occurring in Australia could be prevented if children were protected from the sun during their first 15 years.

Skin damage, including skin cancer, is the result of cumulative exposure to the sun. Research shows that severe sunburn contributes to skin cancer and other forms of skin damage such as sunspots, blemishes and premature ageing. Most skin damage and skin cancer is therefore preventable.

Ultraviolet radiation (UVR) levels are highest during the hours that children are at school. As children will spend a portion of their day outdoors, we are concerned to protect them from the harmful effects of the sun.

With this in mind, the Wanpa-rda Matilda Outback Education Centre realises the need to protect children's skin and educate them about Sun Smart behaviour, thus reducing the risk of skin damage from the exposure to the sun.

Aims

This policy aims to:

- ❑ Provide ongoing education that promotes personal responsibility for skin cancer prevention and early detection;
- ❑ Provide environments that support Sun Smart practices;
- ❑ Create an awareness of the need to reschedule work commitments and outdoor activities to support Sun Smart practices.

Procedures

Our Centre recognises that winter sun also contributes to skin damage. The implementation of this policy will therefore be conducted throughout the year. The purpose of this Sun Smart policy is to ensure that all children attending our establishment are protected from the harmful effects of the sun throughout the year.

Our Commitment

The Wanpa-rda Matilda Outback Education Centre will:

- ❑ Inform schools of our Sun Smart policy when they book into the centre;
- ❑ Include the Sun Smart policy statement in the Centre's prospectus;
- ❑ Increase the amount of shade in the centre's grounds, where possible, by building shelters and planting trees;
- ❑ Incorporate education lessons about sun protection within the Centre's curriculum;
- ❑ Encourage all on-site and visiting teachers, staff and parents to act as positive role models for children in all aspects of Sun Smart behaviour;



- ❑ Seek ongoing support and collaboration with local schools in implementing the Sun Smart policy;
- ❑ Ensure that all students, staff and parents wear hats that protect the face, neck and ears, and SPF 30+ broad spectrum, water-resistant sunscreen, when involved in outdoor activities;
- ❑ Encourage students without adequate sun protection to use shaded or covered areas at recess and lunch times;
- ❑ Advise visiting schools about appropriate clothing for students to wear while at the centre that conform with the Queensland Cancer Fund Sun Smart clothing guidelines;
- ❑ Ensure that, wherever practical, outdoor activities take place before 10am and after 3pm;
- ❑ Ensure that adequate shade is provided during all outdoor activities.
- ❑ Ensure that SPF 30+ broad-spectrum, water-resistant sunscreen is taken along to all outdoor activities;
- ❑ Ensure spare hats are available for students to wear
- ❑ Ask visiting schools to bring SPF+ sunscreen when they visit the Centre.
- ❑ Ensure that sunscreen is easily accessible for students, staff and parents throughout various points in the centre.

Our Expectations

Visiting Schools will:

- ❑ Ensure all children bring a hat to the centre. The Queensland Cancer Fund recommends the following hats:
 - Broad brimmed – at least 7.5cm wide
 - Bucket hat – at least 6cm wide
 - Legionnaire Hat
- ❑ Visiting teachers, staff and parents ensure that all students apply SPF 30+ sunscreen 20 minutes before outside activities.
- ❑ Ensure all children bring appropriate clothing for sun protection. The Queensland Cancer Fund recommends clothing with following features:
 - Dark-coloured
 - Collars and sleeves
 - Closely woven fabric
 - Natural fibre
- ❑ Act as positive role models by following Sun Smart practices.

Students will:

- ❑ Be aware of the Centre's Sun Smart policy;
- ❑ Take responsibility for their own health and safety by being Sun Smart;
- ❑ Comply with Sun Smart rules and guidelines by wearing suitable hats; clothing, sunscreen and sunglasses;
- ❑ Apply SPF 30+ broad-spectrum, water-resistant sunscreen 20 minutes before going outdoors;
- ❑ Use shaded or covered areas when outdoors;
- ❑ Acts as positive role models for other students in all aspects of Sun Smart behaviour;
- ❑ Help to design and regularly update the Sun Smart policy;
- ❑ Participate in Sun Smart education programs.



First Aid Guidelines

Any need for first aid treatment should be referred to a centre staff member or visiting teacher with current first aid qualifications. Upon arrival teachers are requested to present the permission/medical information forms. Procedures for recording all first aid treatment and the administration of medication will then be discussed. Centre staff do not stay on site overnight. All residential camps must be accompanied by an adult with a current first aid certificate.

Refer to the following D.O.E.M sites for further information on the following Workplace Health and Safety issues.

Sun Safety Strategy
Accidents and Incidents

D.O.E.M. HS-03
D.O.E.M. HS-08

Comprehensive first aid kits are located in the administration building and in the kitchen.

NOTE A copy of any “Accident/Incident Reports” must be left at the centre prior to departure.

FIRST AID PROCEDURES

Minor Accidents – bruises, cuts, burns etc not requiring treatment from a medical practitioner.

- All injuries and treatment are to be recorded by the teacher and a copy included in the Accident Register to be kept in the Administration filing cabinet.

Minor Incident – cuts, head injuries, sprains, etc requiring treatment from a medical practitioner. After accessing the injury and administering first aid the teacher shall:

- contact the centre principal where possible;
- contact the parent and the principal of the visiting school;
- follow parental instruction if given;
- arrange for transportation to hospital;
- Ensure that the student’s medical history form is sent with the student.

Major Incident – injuries involving risks when the patient is moved.

- the teacher will assess the immediate situation and administer appropriate first aid;
- make the injured person as comfortable as possible;
- seek immediate medical assistance;
- notify the parents and the school principal;
- Assist or accompany emergency services to the injured.



Health & Safety Policy

The Wanpa-rda Matilda Outback Education Centre (WMOEC) is located in the grounds of the Australian Workers Heritage Centre, in Barcaldine. For your visit to this Centre, we would like you to be aware of the following Health and Safety Policy.

The visiting teacher must:

- Inform parents and supervising adults of transport details and itinerary.
- Brief all supervising adults on their responsibilities during the excursion.
- Carry a class list with relevant medical information for all students.
- Provide the Education Officer with a completed list of student names, adults and staff attending and all relevant medical information prior to excursion or upon arrival.
- Be aware that the Australian Workers Heritage Centre has an unfenced billabong. Please be aware when establishing the adult to student ratio and supervision arrangements while on site.
- Carry ample water when programmes include travel away from the Centre.
- Ensure students have adequate sun protection, including sunscreen and hat. Insect repellent is also recommended.
- Notify WMOEC in advance of any students with special needs.
- Ensure at least one adult, with a current First Aid Certificate and the knowledge and ability to perform First Aid, will be present on the excursion. The visiting group should carry a First Aid kit at all times.
- Take responsibility for administering all medication to students.
- Record all injuries and treatments on the forms provided (located in dormitory). A copy will be retained by the Centre (in the Accident Register) and the visiting teacher will return with a copy to be recorded in the schools accident register.



Australian Workers Heritage Centre
Education Queensland

Wanpa-rda Matilda Outback Education Centre

ABN: 39 433 945 032

PO Box 26, BARCALDINE Q 4725

Phone: (07) 4651 2530

Wanpa-rda Matilda Outback Education Centre 'Website & Photos'

Dear Parent/Guardian

As part of the visit to the Wanpa-rda Matilda Outback Education Centre in Barcaldine, we would like to take photos and short video clips of the children while they are conducting activities. The photos and video clips may be used on our website that will be shown to schools and other agencies to promote further use of this unique centre. It will also allow us to keep records and memorabilia of visiting schools.

To give permission for photos and video clips of your child to be taken during the camp, please sign the release form below and return it to your school's Camp Co-ordinator or Principal.

Regards,

Education Officer – Coordinator

I _____ hereby grant permission for the **Wanpa-rda Matilda Outback Education Centre** to take photos and video clips of my child, _____, during their school camp to the centre. I understand that the photos and clips may be used in displays and promotional material, and may be viewed by the public.

Parent Signature: _____

Date: _____



Australian Workers Heritage Centre
Education Queensland

Wanpa-rda Matilda Outback Education Centre

ABN: 39 433 945 032

PO Box 26, BARCALDINE Q 4725

Phone: (07) 4651 2530

Dear Parent/Guardian

As part of the visit to the Wanpa-rda Matilda Outback Education Centre in Barcaldine, a trip to the old style 'Radio' theatre has been arranged. Students will be viewing a movie. All movies are rated following Australian Standards. In most instances films are G rated however this limits the available film titles to select from. At the request of the Radio Theatre permission is required to show film of PG rating to students. Through obtaining this permission the Radio Theatre can show films of PG rating to your child and if in the event permission is not granted a G rated film will be selected. To give permission for your child to watch a PG rated film while on camp at Wanpa-rda please sign the release form below and return it to your school's camp coordinator.

Regards,

Education Officer – Coordinator

I _____ hereby grant permission for my child _____, to watch a PG rated film during their school camp to Wanpa-rda Matilda Outback Education Centre at the Radio Theatre Barcaldine.

Parent Signature: _____

Date: _____