

FIELD EXCURSION POLICY

To: The Student

You will be participating in a field excursion run by the School of Geosciences. Field excursions are expensive and require a considerable effort by staff of the School to prepare and conduct. Please respect this effort and follow instructions given by the excursion leaders.

Your active participation for the duration, including the successful completion of all designated tasks, will be critical to obtaining a pass or higher grade for the excursion/course. Most excursions are a component of a Unit of Study. The weighting assigned to the excursion for the purpose of arriving at a final mark for the Unit of Study will have been indicated when the Unit of Study commenced. The excursion will provide instruction critical to meeting the objectives of the Unit of Study. As the designated tasks are an essential part of the Unit of Study, the failure of any student to meet the requirements set by the excursion leaders will result in that student failing the Unit of Study.

Whilst on the excursion, you should enrich and not hinder the learning experience of your fellow students. Any misbehaviour, including acts of drunkenness, abuse or disruption, and damage to University property, will result in the students responsible being returned to Sydney immediately. In addition, such students will automatically fail the excursion and the related Unit of Study.

In many cases, staff will act as drivers for vehicles in which you will be a passenger. Please do not distract them from this task.

We sincerely hope that you enjoy the excursion.

**PLEASE READ, SIGN AND RETURN THE ATTACHED FIELD EXCURSION
ACKNOWLEDGEMENT.**



School of Geosciences

FIELD EXCURSION ACKNOWLEDGEMENT

ACTIVITY:
COURSE CODE:

CO-ORDINATOR:
DATE OF EXCURSION:

- I acknowledge that I have received information on topics relevant to the excursion in which I am about to take part
- I have read the attached policies regarding alcohol/drugs, personal items and behavior
- I have raised any safety issues that concern me prior to departure, and will do so as they arise during the fieldwork
- I will not willfully endanger any of my co-participants
- I have made the field leader aware of any special dietary/medical needs
- I accept full responsibility for my own behavior and actions whilst on the excursion, and agree to conform to reasonable requests by those in charge of the excursion

NAME: DATE:.....

SIGNATURE:.....

In the case of incidents it may be necessary to contact a relative or friend.

EMERGENCY CONTACT:

RELATION TO YOU:

CONTACT DETAILS:

Please return completed form to the organizer/supervisor at least 1 week prior to the fieldwork commencing.

Please also raise any concerns regarding the fieldwork with the field supervisor as soon as possible.

Additional Information for the participant

Medical/Dietary Needs

Fieldwork and excursions in the School may occasionally be physically demanding and/or conducted in a remote location. As such, medical help may be some hours in arriving. If you have a medical condition i.e food allergy or diabetes, that may affect your participation and enjoyment of the excursion, we strongly urge you to inform the field leader, School safety officer or another participating staff member. This is not compulsory and any information received will be handled in the strictest confidence.

Alcohol and Drugs

Participants have a personal responsibility to ensure that they are not, through the consumption of alcohol or drugs, in a state such as to endanger their own safety or that of others, or to cause damage to the University's property or that of others.

Disruptive Behavior

Any participant found to be endangering the well being of colleagues, indulging in disruptive or illegal behavior, including sexual harassment, can expect to be excluded from the remainder of the excursion, and arrangements made for their return to the University of Sydney. Furthermore, as the excursion will provide information critical to meeting the objectives of the corresponding Unit of Study, such behavior may result in the failure of that Unit of Study. This person may also be the subject of proceedings in accordance with University by-laws.

Personal Items

Personal items belonging to participants such as mobile phones, jewellery, laptop computers and other electronic equipment are the sole responsibility of the participant. Damaged, lost or stolen items may not be covered by University insurance.

Private Vehicles

The use of private vehicles for transport to and from field excursions is not encouraged but may be allowed after consultation with the excursion leader and the Head of School. In such cases, the School will not be liable in the event of incident or damage, nor for fuel costs. If a private vehicle is used, it is the sole responsibility of the owner to ensure that the vehicle is registered, roadworthy, and suited to the conditions in which it may be driven.

Private vehicles are not to be used for the fulfillment of the objectives of the excursion. Where vehicles are required they will be provided by the School.

Report all incidents, hazards (including potential hazards) and injuries to one of the excursion supervisors as soon as possible. Any occasion where the contents of first aid kits are required or used must also be reported.