

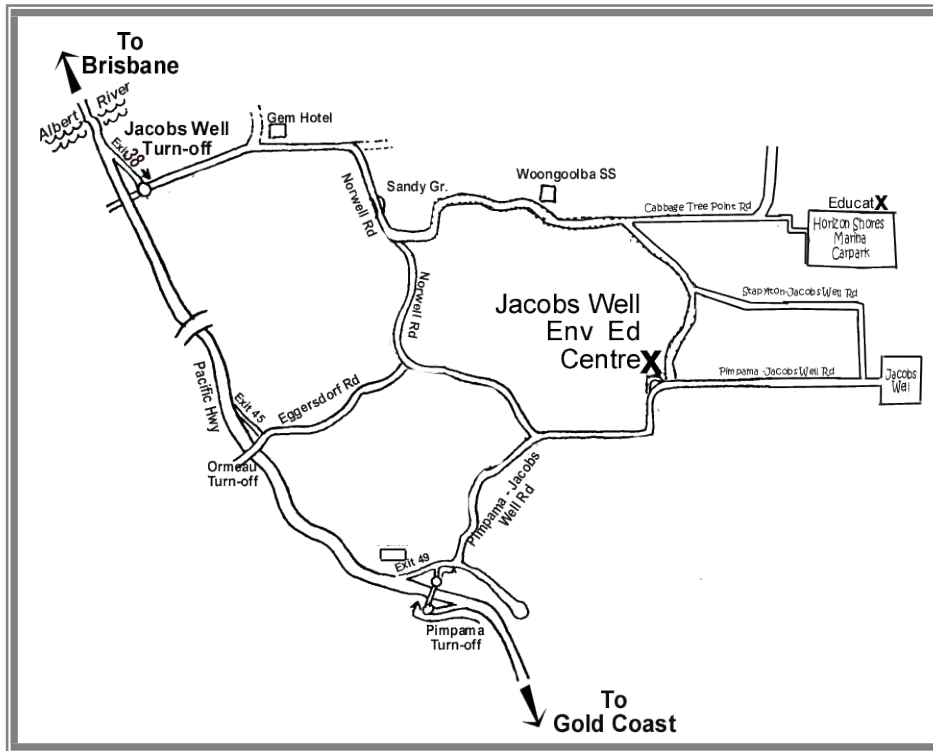


# Camp Information



**Jacobs Well Environmental Education Centre**  
843 Jacobs Well-Pimpama Road, Norwell, QLD, 4208.  
Website: [www.jacobswelleec.eq.edu.au](http://www.jacobswelleec.eq.edu.au)  
Email: [office@jacobswelleec.eq.edu.au](mailto:office@jacobswelleec.eq.edu.au)  
Tel: 5547 4111





## About Us

The Jacobs Well Environmental Education Centre (JWEEC) is an Education Queensland facility located 20km from Beenleigh and in close proximity to the islands and waterways of southern Moreton Bay.

The Centre aims to develop environmentally conscious and active individuals by delivering quality environmental programs in an alternative learning environment - mangrove wetland, salt marsh, sheltered waterways, sand and mud islands and coastal forests. Programs in key subject areas for students of all ages are designed to align with the Australian Curriculum.

Our Centre also offers opportunity for real life educational experiences and the development of social and communication skills in a unique setting.

**Centre Location :** <https://goo.gl/maps/K5BVX3MzFQejw6AaA>

## Facilities and Equipment

### ***Vessels and Transportation:***

Our Centre facilities include: a mini - bus for transport to local off-site study areas, a 12 metre catamaran 'The Educat' for fast and safe access to a wide range of sites and to provide a 'floating classroom', Canadian canoes, two wooden dories for use in marine activities and centre utility car for transportation and emergencies.

The Educat is located at Horizon Shores Marina – 80 Cabbage Tree Pt Rd, Steiglitz, QLD, 4207.

<https://goo.gl/maps/AfFSUCssqmFoaa138>

### ***Boat Safety Requirements:***

#### ***EDUCAT WH&S Protocols – Closed in Shoes Policy on board EDUCAT***

- Jacobs Well EEC's boat, the EDUCAT is a research vessel and works as an interactive classroom.
- For Workplace Safety purposes, students, staff or community will **NOT be permitted** to board the vessel **without closed in shoes**. (This also means no thongs, crocs or open sandals).

*Please inform all students, staff and community members about this policy.*

### ***Equipment and Resources***

Equipment and resources are provided for our programs such as aerial drone, nest box camera, microscopes, Underwater ROV, sediment grabber, abiotic data collection equipment and our interpretive microscope – the MicroEye.

### ***Accommodation:***

Two cabins offer dormitory style accommodation for up to 42 students and 5 adults. Blankets are provided for emergencies. **Students are to provide pillows and sleeping bags.** Dorm layouts are available on our website:

<https://jacobswelleec.eq.edu.au/facilities-and-equipment/accommodation>

### ***Amenities:***

The amenities building has three showers and four composting toilets each for boys and girls, and a gender-neutral disabled / special needs toilet and shower room. Separate shower/toilet for staff. The centre has a tank water supply therefore showers are limited to 2-3 minutes per person. A laundry with washing machine is also available.

### ***Kitchen/ covered eating area:***

The kitchen includes: upright freezer, large double door refrigerator; commercial oven; 4 burner gas stove and bar-b-que plate; dish sanitizer; electric urn; toasters; stainless steel preparation benches; large eskies and drink containers; and an assortment of utensils, pots and pans and serving bowls. Our dining room can seat up to 60 people and there is an under covered outdoor eating area, wood fired pizza oven and outdoor BBQ.

### ***Catering:***

Catering for your camp is your responsibility. You are expected to ensure Queensland Education's 'Healthy Food - Smart Choices' policy is adhered to whether self catering or engaging the services of a professional caterer.

GAIL HOLDER from Jitters Catering is available for school camps at Jacobs Well EEC. Please contact her by: -

Email : [enquiriesjitters@gmail.com](mailto:enquiriesjitters@gmail.com)

Mobile: 0412 172 332

Schools also have the opportunity to self-cater but will be required to bring appropriate assistance to ensure meals are served on time and kitchen is left clean and tidy.

It is recommended that all students and staff bring **Morning Tea and Lunch on first day of camp.**

For day trips on the EDUCAT, the Anchorage Café at Horizon Shores Marina have made a student menu (MT and Lunch). Please contact our centre for an updated menu.

### ***Mobile Phone Use:***

Mobile phones are discouraged at camp. There may be **Exceptions for Senior Students** who may require mobile phones for data collection. Please discuss with JWEEC staff before camp.

### ***Staff Ratios:***

For student safety, depending on activity, student behaviour & student needs, generally ratios are two visiting staff per class.

### ***Other Resources:***

A Digital Projector, DVD player, television, and art equipment are available for your use. A volley ball court, indoor games and music playground are set up for student recreation during camp.



## Checklist for Teachers

<input type="checkbox"/>	Date is confirmed with the teachers of JWEEC. <ul style="list-style-type: none"> <li>• Time of departure from school _____ am</li> <li>• Arrival time at the centre _____ am</li> <li>• Time of departure from centre _____ pm</li> <li>• Arrival <b>time</b> at the school _____ pm</li> </ul>
<input type="checkbox"/>	A Bus is booked for transport to the centre. Sometimes your bus may be used to transport students during programs. JWEEC staff will contact you if required.
<input type="checkbox"/>	Catering is organised and caterers notified of <b>allergies or special dietary</b> requirements.
<input type="checkbox"/>	Notify JWEEC teachers of students with special needs and changes in student numbers.
<input type="checkbox"/>	Risk assessments for activities have been checked on website. <a href="https://jacobswelleec.eq.edu.au/support-and-resources/forms-and-documents/documents">https://jacobswelleec.eq.edu.au/support-and-resources/forms-and-documents/documents</a>
<input type="checkbox"/>	Parents have been notified of student requirements, costs and details of the program.
<input type="checkbox"/>	Parent consent/permission form covers <b>all</b> intended activities as described in your program (including drone if used for data collection) <b>and</b> the use of centre vehicles to and from any off-site activities ( <i>if required</i> ). <b>See Jacobs Well EEC consent form – next page</b>
<input type="checkbox"/>	First Aid kit includes a supply of sunscreen and student medication. Departmental policy requires that schools provide an <b>Epipen</b> for each group in addition to any <i>prescribed for identified participants with a serious allergy</i> . Anaphylaxis is life threatening. All students <u>diagnosed</u> with Anaphylaxis <b>MUST HAVE THEIR OWN EPIPEN AND MANAGEMENT PLAN</b> with them on the day. Please bring hand sanitiser for your students' use throughout the camp.
<input type="checkbox"/>	<b>Client List</b> with names and relevant medical details of all students and adults on the excursion has been completed. Please ensure student are screened for any major communicable health issues before departing. Students arriving with major communicable health issues may affect their own performance or other students and may not be able to participate. <b>Please ensure you have checked all the following items on Client List: School Media permissions, Swim, Medical/ Allergies, Medical Management Plans, Parent Consent &amp; Dietary requirements (Camps only)</b>
<input type="checkbox"/>	Just prior to camp – Final student and adult numbers provided to JWEEC Staff
<input type="checkbox"/>	Just prior to camp – visiting staff mobile numbers provided to JWEEC staff
<input type="checkbox"/>	Just prior to camp – confirm catering options with JWEEC Staff eg: self-catering or caterer, when first meal is required, BYO meals etc.
<input type="checkbox"/>	Just prior to camp – Provide JWEEC staff of any changes to students with Special Needs requirements.
<input type="checkbox"/>	<b>Visiting teachers ensure all required workbooks are copied and ready for programs.</b> <b>JWEEC staff will advise visiting school if clipboards and pencils are required.</b>

## The Cost of Your Camp

The prices charged by our Centre are set in accordance with Education Queensland directives. Program costs vary depending on activities undertaken and transportation requirements. The cost of your excursion will be determined during pre-visit planning. Please do not attempt to pay in advance, an invoice will be sent to your school **AFTER** your excursion.

# Jacobs Well EEC Consent

To ensure Jacobs Well EEC meets Education Queensland requirements, please add the below consent to your individual school's consent form which is distributed to students. Jacobs Well EEC does not require a copy of this form, however please ensure you complete the **Jacobs Well EEC Client List** – indicating receipt of parental consent.



## Parental Consent Form



Students Name: \_\_\_\_\_

Name of Parent/Guardian: \_\_\_\_\_

- I am aware of the nature and scope of activities included in the program and give consent for my child to participate in Jacobs Well EEC programs.
- I am aware of the Jacobs Well EEC Code of Conduct and agree to delegate my authority to the teachers involved when required.
- I realise that if my child demonstrates by their behaviour that they do not meet the student responsibilities (as outlined in the Jacobs Well EEC Code of Conduct) or are unwilling to accept them, they are a danger to themselves, other participants and the success of the program. Should my child refuse to abide by these responsibilities I shall be contacted. I understand my child may be returned to school or home and I am responsible for their transportation from Jacobs Well EEC.
- I understand that some programs conducted at Jacobs Well EEC involve a high level of physical activity and are conducted predominantly outdoors.
- I have advised the school's program co-ordinator and caterer of any special dietary needs for my child. (if planned catering is within the program)
- I have provided medical details and clearly outlined current medical information for my child to the school.
- I give consent for my child to travel in Jacobs Well EEC vehicles including Bus, Car or Boats under the instruction of trained and qualified JWEEC staff for curriculum authorized programs, transport to study sites or in the event of an emergency.

For information regarding School Programs, Activities and Risk Assessments and Code of Conduct- please visit website – <https://jacobswelleec.eq.edu.au/support-and-resources/forms-and-documents/documents>

**PARENT / GUARDIAN'S SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**Only include High Risk permissions for Snorkelling, Recreational Swimming or Canoeing**

## Parent Consent Form – High Risk Activities

**HIGH RISK WATER ACTIVITIES : (if applicable)**

Water Activities are undertaken using the strictest safety guidelines following Education Queensland guidelines, Best Industry Practice and full Jacobs Well EEC Risk Assessment procedures. Jacobs Well EEC staff are qualified holders of current First Aid Certification and hold the appropriate Activity Qualifications.

It is our Department's responsibility under duty of care to inform you that High Risk Activities may take place during the excursion. Because these activities are High Risk, your approval is sought to enable your son/daughter/ward to participate.

A specific safety brief is conducted prior to the activity. This deals with safety in general, equipment, behaviour, location, terminology and technique.

JWEEC High Risk Activities include: **Snorkelling, Recreational Swimming, Canoeing**

All Risk assessments located on JWEEC website:

<https://jacobswelleec.eq.edu.au/support-and-resources/forms-and-documents/documents>

One or all of the above activities will be undertaken during the excursion to compliment curriculum delivery

**Privacy Notice:** Jacobs Well EEC is collecting information on these forms in accordance with Education Queensland Policies for the purpose of ensuring the health and wellbeing of individuals attending programs at the centre. These forms will be retained and held securely and will be disposed of when they are no longer required. Some or all of this information may be disclosed to Jacobs Well EEC staff, school staff and volunteers, Qld Emergency Services Officers, Medical and Health Care Practitioners as deemed necessary. Personal information on this form may be disclosed where authorised or required by law.

**PARENT / GUARDIAN'S SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_



## Checklist for Students



For the first day...

- Arrive at Jacobs Well EEC wearing a** shady hat, old clothing that protects from the sun and is suitable for muddy environments: shirts with sleeves and collars, long shorts or pants; comfortable, old but sturdy lace-up shoes. **NO singlet tops, short shorts, sandals, thongs or gumboots. For their own protection, students may not take part in any activities if incorrectly dressed.**

### **Boat Safety Requirements:**

#### **EDUCAT WH&S Protocols – Closed in Shoes Policy on boat**

- Jacobs Well EEC's boat, the EDUCAT is a research vessel and we
- For Workplace Safety purposes, students, staff or community w

*It is recommended that students and staff bring a litter-less morning tea and lunch on the first of camp.*

For the rest of your camp...

### Clothing and overnight requirements...

- socks and underwear - 2 sets per day
- 2 pair shorts/1 pair long pants per day (summer) or 2 pair long pants/ 1 pair shorts per day (winter)
- pyjamas
- bath towel
- 2 pair walking shoes, 1 pair to remain dry (*essential*)
- raincoat
- pillow, sheets, blanket and/or sleeping bag (beds have mattress protectors only)
- Bring **an old pillow case or a reusable clean bag** to take muddy clothes home. Wet clothes can be wrapped in a towel for the journey home.
- T-shirt or similar (no singlet tops) - 2 per day
- swimmers (swimming/canoeing/snorkelling)
- beach towel
- thongs/sandals to wear in free time only
- torch with new batteries (**essential**)

Please note that we are trying to reduce the use of plastic bags to help protect the environment.

- reusable water bottle** – *this is essential* – please do not bring large bottles.



### Toiletries...

- toothbrush and toothpaste
- hair comb/brush
- soap, shampoo, deodorant
- roll-on insect repellent, sunscreen

### Medication...

- this should be clearly labelled with student's name and dosage and handed to the class teacher.
- Students *should not have* medication in their bags without prior consent of the classroom teacher.

### Study Equipment...

- Clipboard, pen, pencil.
- School resources required for program.

### Optional ...

- camera, binoculars

**ALL ITEMS ARE TO BE LABELLED PLEASE**

### **What Not To Bring...**

Mobile phones, electronic games, chewing gum.

***If these items are brought they will be confiscated and returned at the end of the camp.***

***Senior Students may be permitted to bring mobile phones for data collection only – check with teacher.***