



PRESBYTERIAN  
CHURCH OF  
VICTORIA



# Supervision of Participants - children under 18 years

All adult leaders attending church youth and children's camps owe a duty of care to the children participating. This means that they must ensure that reasonable steps are taken to prevent any reasonably foreseeable harm to children. This duty cannot be delegated to external camp or activity providers. Session has ultimate responsibility for all children in the care of the church youth and children's camps.

There cannot be a situation where, if an adult leader is unable to ensure the health and safety of children because of sudden illness or accident, there is not another adult leader on hand. Adult leaders who are supervising a specific activity or event must always include both male and female adult leaders.

Adult leader supervision will be in place for children at all times.

Adult leaders must ensure that all children under 18 in their cabin are in their own beds at lights off.

If "free time" is scheduled, there must be adult supervision provided during this time in all locations where children are. Children are to be informed about where they are not allowed to be during free time. Adult leaders must ensure that these locations are periodically checked to ensure there are no children in those areas.

If children are taken on a walk off-site, adult leaders must supervise children crossing any roads and ensure that all children are safely across the road prior to continuing the walk.

Regular head counts of the children must be made by adult leaders during the camp in particular during times of movement and transition from one space/location to another. In the case where a head count results in an incorrect number of children and this is not swiftly resolved, the Camp Convener must be informed as soon as possible so that further action can be taken.

## **Minimum Supervision requirements: Adult Leaders: Children Ratios**

For all church youth and children's camps there must be a ratio of 1 adult leader:10 children, with a minimum of 2 adult leaders for all church camps. No single or 1 adult leader may operate a camp under the name of the Session.

For adventure activities at an external location hired by the Session for the camp, ratios will be determined by the external operator of the location. Session will provide additional supervision to any external location staff in order to support the children.

For events or activities off-site [for example, a walk] there must be a ratio of 1 adult leader:8 children, with a minimum of 2 adult leaders. No single or 1 adult leader may take a group of children for an event or activity off-site.

*This information is available at [www.safechurchpcv.org.au/resources](http://www.safechurchpcv.org.au/resources)*

[www.safechurchpcv.org.au](http://www.safechurchpcv.org.au)