World Challenge
Overseas School Travel
Policy
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1. Scope (audience and applicability)

This policy applies to all employees of the Department of Education (DoE), Tasmania (and where appropriate students) and has been developed to ensure the effective coordination and management of World Challenge Overseas School Travel.

2. Purpose

The purpose of this policy is to ensure compliance with, and support of, departmental and World Challenge joint responsibilities and requirements relating to the safety of overseas travel participants through the World Challenge expedition program.

3. Definitions

**Expedition Leader:** Expedition Leaders are employed by World Challenge. They are responsible for participant safety, happiness and learning and for ensuring that students and teachers have the best possible experience.

Expedition Leaders are also responsible for delivering the World Challenge ethos of challenge, participation and environment.

**School Leader:** A teacher employed by the DoE to help to recruit, organise and manage the expedition team with the help of World Challenge program facilitators and their support team.

**World Challenge:** An Australian provider of school expeditions that originated in the UK in 1987. It is a multinational organisation with businesses in North America, Australia, Middle East, South East Asia and Europe.

4. Policy Statement

World Challenge Overseas School Travel is underpinned by the Department of Education’s Health and wellbeing Policy Driver to ensure that all learners are provided with a safe and inclusive learning environment which supports them and allows them to strive for excellence and to reach their potential.

World Challenge expeditions provide educational experiences abroad for school group travel. They also assist students in becoming global citizens through the project phase of the expedition. This is an important part of the expedition as it develops students’ life skills, especially in helping others.

The expeditions are generally restricted to secondary and senior secondary students. They have a specific focus on youth and leadership development, often involving students testing themselves and their skills in unfamiliar environments, for example in overseas environments which are culturally different and/or where a language other than English is spoken.

The Department of Education (DoE) is committed to providing opportunities for its students and staff to participate in overseas travel through World Challenge. However, the safety of all staff and students participating in overseas travel is of paramount importance to the DoE and World Challenge.
5. Requirements

This policy must be implemented with strict adherence from key parties to fulfil the duties and obligations detailed in the World Challenge Overseas School Travel Procedure document.

6. Risk Management

Schools must base their risk planning on the particular risks of travelling to a destination in the context of the specific students that are going on the trip.

It is essential to complete the DoE Risk Management Plan – Generic Risks for Overseas Travel along with the World Challenge Risk Assessment template in planning the expedition. Risk Assessment plans will not be accepted if individual needs of the student are not considered.

7. Associated Documents and Materials

DoE – World Challenge Overseas School Travel Procedure (staff only)

World Challenge website

DoE Health and Wellbeing Policy Driver

Procedures for Planning Off Campus Activities

Sample of a DoE Risk Management Plan – Generic Risks for Overseas Travel

Ministerial Overseas Travel information

DoE International Travel Advice Form for Employees

DoE International Travel Advice Form for Students

International Travel Report for the Minister

Smartraveller website

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