

## **GUIDELINES AND REQUIREMENTS**

*Please read this section carefully before submitting a registration form.*

- Opportunities to participate in the program throughout the year are limited. The activities run on a 'first in best dressed basis' and may not be available on your group's preferred date. While the Great Ocean Road Coast Committee will try to cater to as many requests as possible, it is advised that you book early to avoid disappointment.
- The Great Ocean Road Coast Committee must be contacted at *least* 2-4 weeks prior to the proposed activity. Some activities may not be available at a particular time or season, or may need more notice, planting activities in particular need at least 4 weeks' notice, so register well in advance.
- Activities are flexible and can be combined, extended or reduced where required, and can be tailored to your group's age and requirements, however the Great Ocean Road Coast Committee's resources are limited and the organisation reserves the right to refuse a request.
- Schools and groups are responsible for providing their own transport to the activity.
- Schools and groups are responsible for ensuring students have lunch, drinks and/or snacks with them as appropriate.
- A complete class list must be submitted to the Great Ocean Road Coast Committee at least 1 week prior to the activity.
- Any potential allergies or other issues must be noted and discussed where appropriate with the Great Ocean Road Coast Committee Activity Leader on submission of the class list.
- In case of inclement weather, the school will be notified in advance and an alternative date sought.
- All participants must wear appropriate, closed footwear and bring wet weather gear if rain is forecast.
- All participants are required to adhere to 'Sunsmart' practices.
- All students must bring adequate drinking water.
- All students participating in a theory or lesson topic are advised to bring paper and pens to write notes and participate in worksheet activities.
- Sites chosen for each activity will differ depending on the activity and the age of participants.
- An appropriate number of school teachers or adult helpers must accompany the group.
- While all Activity Leaders are competent, skilled and qualified, and will take every possible step to ensure the enjoyment, safety and wellbeing of students, schools and teachers have the ultimate responsibility of taking care of their students as required.
- The Great Ocean Road Coast Committee reserves the right to cancel an activity at any time prior or during the activity as needed.

***By completing and submitting the registration form you are agreeing to all above requirements.***



**ENVIRONMENTAL  
EDUCATION**

Caring for the Coast  
and Community