Blackwood Special Schools Outdoor Education Centre Inc.

ARCHAEOLOGICAL DIG

Archaeological Dig Locations
- Sand Pit at the Residence Accommodation Site
- Wheelchair Sand Pit at the School Accommodation Site

Archaeological Dig Descriptions
- This is an activity where students will be placed in a sand pit and required to dig in the sand.
- It is not a treasure hunt activity.
- This is an activity where students are encouraged to act like Archaeologists and carefully exhumed buried artefacts from the Archaeological Dig Site.

Age Suitability
- 5 - 14 year olds

Staff Ratio
(Important: Blackwood Special Schools Outdoor Education Centre Inc. Staff cannot be considered as part of your Staff : Student Ratio at any stage during your Blackwood Experience.)
- 1:8 - leaders/teachers/adults to campers (a minimum of 2 Visiting Staff must be on any Archaeological Dig)

Blackwood Special Schools Outdoor Education Centre Inc. Staff Experience
- Blackwood Special Schools Outdoor Education Centre Inc. Staff have previous experience in preparing, implementing, leading and reviewing the Archaeological Dig.
- They are confident of their own experience & ability to safely implement the Archaeological Dig into a Camp Program.
- Blackwood Special Schools Outdoor Education Centre Inc. Staff have experience in the Archaeological Dig Activity.
- Blackwood Special Schools Outdoor Education Centre Inc. Staff are aware of the intricacies involved in implementing the Archaeological Dig Activity including, but not limited to:-
  - Depth to bury artefacts
  - Dampness & weather conditions in relation to the sand
  - Students causing problems during the activity
  - Risk Management & Emergency Procedures
- All other Logistical requirements for the Archaeological Dig Activity

Group Leaders Experience
- Must have previous experience in supervising groups in outdoor recreation activities.

Student Participant Experience
- Ability & Willingness to safely move about and play in a sand pit.
- Awareness of others and safety guidelines relating to the Archaeological Dig Activity.
Blackwood Special Schools Outdoor Education Centre Inc. Responsibilities

- To ensure the Activity is appropriate for the age, ability & experience of the visiting students.
- To safely & confidently implement the Archaeological Dig Activity.
- Take responsibility for the technical and related safety of participants engaged in the activity.
- Confirming Weather conditions with Group Leaders prior to preparing the Archaeological Dig.
- Briefing participants about the nature and purpose of the activity, about potential hazards and appropriate safety procedures and instructions to be followed.

Group Leaders Responsibilities

- The Group Leader will be responsible for the supervision and behaviour of campers on the activity, at all times and for first aid.
- Assessing first aid requirements, identifying campers at risk e.g. asthma and appointing the first aider.
- Informing other Visiting Staff of their roles in the behaviour, supervision and instruction of campers.
- Monitoring the welfare and fitness of Campers and other Visiting Staff.
- Checking the suitability of clothing and equipment carried by Campers and other Visiting Staff.
- Undertaking a head count prior to, during and after the Archaeological Dig Activity.
- Implementing sun safe strategies for all Campers & Visiting Staff.
- Recording all incidents – including near misses – on the Incident Notification Form and / or patient Care Report and advising the Blackwood Special Schools Outdoor Education Centre inc. Staff and their School Principals.
- Assuming all Blackwood Special Schools Outdoor Education Centre Inc. Staff Responsibilities – as listed above – if leading the Activity without Blackwood Special Schools Outdoor Education Centre Inc. Staff support.

Visiting Staff Responsibilities

- To carry out tasks as directed by the Group Leader and / or Blackwood Special Schools Outdoor Education Centre Inc. Staff.
- These may include – but are not limited to:-
  - Monitoring the welfare and fitness of campers;
  - Assisting the Group Leader and Blackwood Special Schools Outdoor Education Centre Inc. Staff;
  - First aid responsibility;
  - The supervision and behaviour of campers; and
  - Adhering to the safety rules.

Participant Responsibilities

- Adhering to the safety rules and directions of:-
  - Blackwood Special Schools Outdoor Education Centre Inc. Staff
  - Group Leader
  - Visiting Staff

Safety Equipment, Inventory & Clothing Requirements

<table>
<thead>
<tr>
<th>Blackwood Staff</th>
<th>Group Leader</th>
<th>Visiting Staff</th>
<th>Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bury Artefacts</td>
<td>1st Aid Kit</td>
<td>Sunscreen</td>
<td>Hats</td>
</tr>
<tr>
<td>Trowels &amp; Brushes</td>
<td>All Medical Details</td>
<td>Snacks</td>
<td>Appropriate Clothing</td>
</tr>
<tr>
<td>Wet Weather Coats</td>
<td>Water</td>
<td>Water</td>
<td>Water</td>
</tr>
<tr>
<td>Gloves</td>
<td>Appropriate Clothing</td>
<td>Appropriate Clothing</td>
<td>Solid Footwear</td>
</tr>
</tbody>
</table>

- Everyone should wear solid footwear at all times e.g. sandshoes/runners
- Thongs, Sandals & Gumboots are NOT appropriate
First Aid Requirements

☞ The Group Leader MUST carry a first aid kit at all times.
☞ There MUST be a qualified first aider within the visiting staff - not necessarily the Group Leader.
☞ Insect repellent and stingoes is a good idea.

Safety Briefing & Emergency Response

☞ This is an Archaeological Dig Activity and NOT a Treasure Hunt
☞ You are required to dig into the sand to find artefacts and slowly exhume the artefacts as if you where an Archaeologist
☞ DO NOT throw sand
☞ DO NOT throw any of the Digging Implements
☞ DO NOT run around the Archaeological Dig Site
☞ DO NOT push any of the other Archaeologists working in the Archaeological Dig Site
☞ Once you have exhumed something from the Archaeological Dig Site bring it over to the seat to answer questions relating to what you have found
☞ IF THERE IS AN EMERGENCY SITUATION EVERYONE MUST STOP AND FOLLOW THE DIRECTIONS OF BLACKWOOD SPECIAL SCHOOLS OUTDOOR EDUCATION CENTRE Inc. STAFF / GROUP LEADER / EMERGENCY SERVICES

Activity Notes

☞ Anyone Leading the Archaeological Dig Activity through Blackwood Special Schools Outdoor Education Centre Inc MUST BE:
  ☞ Familiar with the Archaeological Dig Activity
  ☞ Familiar with the Archaeological Dig Safety Briefing
  ☞ Familiar with Emergency & Risk Management Plans
  ☞ Currently 1st Aid Level 2 Qualified
☞ Everyone MUST BE checked to ensure they have appropriate gear for the Archaeological Dig Activity
☞ Issue Wet Weather Jackets - if required
☞ Constantly check the health and wellbeing of all members of the group throughout the walk

Environmental Considerations

☞ DO NOT throw sand everywhere
☞ Keep the noise to a minimum to ensure you do not upset the neighbours

A destination for exploration