

Outdoor Education Camp Scheme (2024/25 school year)

Objectives

This is to invite primary and secondary schools to participate in the “Outdoor Education Camp Scheme” (OECS).

Details

2. The Education Bureau (EDB) encourages schools to organise outdoor education (OE) camps to provide opportunities for students to gain life experience in the natural environment and extend classroom learning.

3. For details of the OECS in the 2024/25 school year, please refer to EDB webpage:

https://www.edb.gov.hk/en/curriculum-development/kla/pc/references_resource/oecamp/index.html.



4. The camp places of the 2024/25 school year (i.e. from 2 September 2024 to 11 July 2025) will be open for telephone booking by schools from 9:00 a.m. on 16 May 2024 (Thursday) onwards. Schools that are interested in the OECS should complete the application form through the above webpage. Procedures and points to note for application are as follows:

Procedures	Details
Step 1: At least two months before the commencement of the OE Camp	<p>Schools should directly contact the respective camp offices <u>by telephone to reserve the camp places</u>.</p> <p>A deposit at a rate of \$25 (3-day camp) or \$50 (5-day camp) per head may be collected by the camp offices, except those operated by the Leisure and Cultural Services Department (LCSD).</p>
Step 2: Within one week after the telephone booking	<p>Schools should <u>return the duly completed the OECS application form (the Form) to the respective camp offices by email</u>. Schools should clearly indicate if they also wish to apply for the OECS subsidy in the Form.</p> <ul style="list-style-type: none"> ● Camp offices will verify the information and then forward to EDB for follow-up on <u>school application for OECS subsidy</u>. ● EDB will reply to schools on the application result via the email provided by schools upon receipt of the verified Form(s) from the camp offices.

	<ul style="list-style-type: none"> ● If any school does not receive any notifications within 20 days after the submission of application, the school may contact the PE Section, EDB for enquiry (Tel No.: 2762 2538).
Step 3: At least six weeks before the commencement of the OE Camp	Schools should <u>confirm the number of campers/camp places and programme design with the respective camp offices</u> to facilitate the deployment of manpower and resources.
Step 4: At least four weeks before the commencement of the OE Camp	For any changes of the number of camp places reserved, schools are required <u>to notify the respective camp offices in writing (copy to EDB)</u> at least four weeks before the commencement of the OE Camp. The camp offices will verify and send the updated information to the EDB to <u>revise the OECS subsidy</u> accordingly. For those schools which do not timely confirm the changes of the number of campers/camp places with the respective camp offices, the camp offices may refuse the additional campers to the campsites. The camp offices may also charge schools in accordance with the original numbers of campers in Step 3 above if the actual number of campers is smaller than the confirmed number. Besides, <u>schools should arrange the payment according to the specified period of time provided by the camps offices.</u>
Step 5: In the OE Camp	The responsible teacher and the camp officer should <u>confirm and sign a record of actual number of campers</u> upon arrival. EDB will provide the OECS subsidy according to this record.
Step 6: Within one week after the completion of the OE Camp	Schools should complete and send the <u>OECS Evaluation Form</u> to the respective camp offices and EDB by email.

5. The OECS subsidy rates are as follows:

	5-day Camp (applicable to primary schools only)	3-day Camp
Camping Days	Monday to Friday (or other arrangements as agreed with the camp offices)	Monday to Wednesday or Wednesday to Friday (or other arrangements as agreed with the camp offices)
Subsidy Rate per Student	\$ 318	\$160
Subsidy to Accompanying Teachers	Subsidy to accompanying teachers is calculated based on the ratio of 1:25 (i.e. one accompanying teacher will be subsidised full charges for every 25 participating students), and at least two teachers ^{Note} will be subsidised in each application. <i>[Note: According to the “Guidelines on Outdoor Activities”, at least two teachers are required for each camp period.]</i>	

6. To plan for an OE camp, schools should set clear learning objectives, work collaboratively with the respective camp offices on the programme design, assign teachers to look after their students, and help conduct some of the activities as necessary.

7. Schools should closely observe the “Schools Safety and Insurance” and related guidelines, particularly the “Guidelines on Extra-curricular Activities in Schools”, “Guidelines on Outdoor Activities”, “Safety Guidelines on Physical Education Key Learning Area for Hong Kong Schools” and take necessary precaution measures to ensure students’ safety during the activities. For details, schools may refer to EDB webpage:

<https://www.edb.gov.hk/en/sch-admin/admin/about-sch/sch-safety.html>



Contact Person

8. For enquiries on OECS, please contact Ms Abby LAU of the Physical Education Section, Curriculum Development Institute, EDB on 2762 2538.