

SCHOOLS VOLUNTEERING WITH BLAZE Aid

Processes and Expectations

This guide outlines what school leaders, coordinators, supervising teachers and support staff need to know to prepare students for a safe and rewarding volunteering experience with BlazeAid.

Two ways to get involved

- Overnight or multi-day volunteering, including camping (pages 1–4)
- One-day volunteering (pages 1, 5–7)

Daily schedules may change because of weather. The BlazeAid Camp Coordinator and School Supervisor will agree on any changes together.

Details can vary a little between BlazeAid camps, so please check with your local Camp Coordinator before you travel.

Best suited for

School groups — recommended for Years 9–12, or as determined by the school.

Insurance

Please note

Our insurance only covers children aged 12 years or older.

All volunteers need a good enough level of spoken and written English to understand and follow instructions from the Coordinator and Team Leaders — this is a requirement of our insurance policy.

School responsibilities

- Provide the required supervision ratio: 1 adult for every 5 students.
- Organise transport for students and supervisors.
- Ensure students are supervised at all times.
- Coordinate with the BlazeAid Camp Coordinator before arrival.

Supervisors must stay with their student group at all times — during transport, meals and on-site work.

Fitness

It is the school's responsibility to make sure students are medically fit to take part in outdoor manual labour tasks.

Health and safety (OH&S)

All volunteers must follow BlazeAid's on-site safety briefing and OH&S procedures. BlazeAid Team Leaders supervise all work and only allocate tasks suited to each volunteer's ability and safety.

Behaviour we expect

- Respect farm owners and any sensitive information they share.
- Take care of BlazeAid's equipment.
- Stay in your assigned work zone, and always work with your 'buddy'.
- Follow instructions from your supervisor and team leader.

Alcohol, smoking and vaping

BlazeAid is a no-alcohol, no-vaping environment for all students and supervisors.

Machinery and equipment

No volunteer may operate machinery or equipment that needs special training, unless they are fully accredited and the Camp Team Leader has approved it.

Option 1: School groups camping overnight (or longer)

What to expect

At camp

- Camp facilities can be basic, but there are always showers, toilets and dining areas, with all meals supplied.
- Volunteers of all ages and abilities work together toward the same goal.
- Early starts are common, especially when hot weather is forecast.
- The morning muster (tool-box) talk and safety briefing is compulsory every day.
- Everyone is expected to pitch in and help — BlazeAid is a team effort.
- Students build great friendships and share memorable experiences.
- Volunteers often meet international volunteers working in Australia on a Working Holiday Visa.

Tasks BlazeAid volunteers may help with

Volunteers are never asked to do more than they are comfortable with. Typical tasks include:

- **Admin support at the camp office**
 - Answering the camp mobile and taking messages
 - Helping with data entry
 - Filing and sorting information
 - Updating the inventory and database
 - Helping compile the daily teams and leader lists
 - Assisting the Camp Coordinator as needed
- **Kitchen support**
 - Preparing and cooking food
 - Washing dishes
 - Setting up and packing away the food servery
 - Sorting and storing donated and purchased food
 - Tidying and cleaning dining areas
 - Keeping fridges and freezers organised
- **Fencing trailer maintenance (end of each working day)**
 - Cleaning, refuelling and recharging equipment
 - Sharpening saws, axes and chainsaws
 - Oiling wooden handles
 - Checking extension cords for damage and repairing if needed
 - Winding and storing ropes and cords neatly
 - Reporting any damaged equipment to the Camp Coordinator
 - Clearing rubbish from trailers
 - Checking the inventory against the trailer contents
 - Locking trailers and tow vehicles securely each night

- **Work on the affected property**

- Clearing debris from damaged fencelines
- Rolling up damaged wire
- Removing piles of damaged fencing material
- Placing new star droppers along the fenceline
- Helping erect posts and end assemblies
- Stringing new wire and securing it to posts
- Tidying and sorting fencing materials
- Helping teammates — many hands make light work

No volunteer may operate machinery or equipment that needs special training, unless they are fully accredited and the Camp Team Leader has approved it.

How to apply to volunteer

1. Check the BlazeAid website: www.blazeaid.com.au → Get Involved → Current Camps. Click on any listed camp for details, including contact numbers.
2. Contact the Coordinator of the BlazeAid camp nearest, or most convenient, to your school.

Please confirm with the Camp Coordinator that these details apply to that particular camp.

What the school needs to arrange

- Supervision: at least 1 adult per group of 5 students, for the whole time the group is at camp, including farm work.
- Accommodation: tents or other accommodation for all students and supervisors (check whether the camp has donated accommodation or swift shelters available).
- Transport: to and from farm sites each day, for students and supervisors.

Meals

- Meals are provided, but please bring your own snacks.
- Breakfast and a hot two-course dinner are provided by BlazeAid, with support from local community groups, at the basecamp.
- If the family you are working with is able to, they may offer morning tea and lunch.
- Otherwise, BlazeAid provides food so you can make your own sandwiches to take with you.
- If you have special dietary needs, please bring your own food in case you are unable to eat what's provided.

Personal gear to bring

- Bedding (sheet, doona, pillowcase, pyjamas) and a pillow
- Toiletries, including a towel and face towel
- Snacks
- Water bottle
- Personal medication
- Sunscreen and insect repellent

Clothing

- Long sleeves and long pants
- Sturdy, enclosed footwear (thongs are fine for the shower)
- Broad-brimmed hat
- Fly veil (optional)

It is not a requirement for BlazeAid volunteers to hold a Working With Children Check.

Safety and risk

Contact BlazeAid if you would like a copy of our Risk Analysis / OH&S documentation. All activities are voluntary and are carried out under BlazeAid's on-site safety briefings and OH&S requirements.

BlazeAid HQ	admin@blazeaid.com.au · 1300 333 546
Camps and coordinators	www.blazeaid.com.au → Get Involved → Current Camps
Questions	BlazeAid Schools Volunteering Manager — Christine Rippon, 0428 363 024

Daily program (example only)

Time	Activity
6:00–6:45am	Breakfast for all volunteers, and time to prepare your own snacks and lunch. Students with allergies or special dietary needs should bring their own food. BlazeAid supplies drinking water.
6:45am	School volunteers and all other volunteers arrive at the muster talk and safety briefing. Everyone must be wearing appropriate clothing and footwear.
6:45am	The BlazeAid Team Leader runs the muster talk and safety briefing at the camp, covering OH&S standards and the day's planned work. Safety vests, protective glasses and gloves are supplied here.
7:15am	Students and school supervisors move into their allocated teams and travel (in school transport) to their work zones.
Until 2–3pm	All volunteers work at the designated farm in allocated teams, depending on weather and the day's circumstances.
3:00pm	Students finish the work program and return to camp in school transport.
As a thank-you for their contribution, all student volunteers receive a BlazeAid Pin of Appreciation.	

Please note

- Times are approximate and depend on distance travelled, weather conditions and student bus times for the trip home.
- Final timing is agreed together with:
 - The School Camp Supervisor
 - The BlazeAid Camp Coordinator

Option 2: One-day volunteering

What to expect

At camp

- Volunteers of all ages and abilities work together toward the same goal.
- Early starts are common, especially when hot weather is forecast.
- The morning muster (tool-box) talk and safety briefing is compulsory every day.
- Everyone is expected to pitch in and help — BlazeAid is a team effort.
- Students build great friendships and share memorable experiences.
- Volunteers often meet international volunteers working in Australia on a Working Holiday Visa.

Tasks BlazeAid volunteers may help with

Volunteers are never asked to do more than they are comfortable with. Typical tasks include:

- **Admin support at the camp office**
 - Answering the camp mobile and taking messages
 - Helping with data entry, filing and sorting
 - Updating the inventory and database
 - Helping compile the daily teams and leader lists
 - Assisting the Camp Coordinator as needed
- **Kitchen support**
 - Preparing and cooking food
 - Washing dishes
 - Setting up and packing away the food servery
 - Sorting and storing donated and purchased food
 - Tidying and cleaning dining areas
 - Keeping fridges and freezers organised
- **Fencing trailer maintenance (end of each working day)**
 - Cleaning, refuelling and recharging equipment
 - Sharpening saws, axes and chainsaws
 - Oiling wooden handles
 - Checking extension cords for damage and repairing if needed
 - Winding and storing ropes and cords neatly
 - Reporting any damaged equipment to the Camp Coordinator
 - Clearing rubbish from trailers
 - Checking the inventory against the trailer contents
 - Locking trailers and tow vehicles securely each night
- **Work on the affected property**
 - Clearing debris from damaged fencelines
 - Rolling up damaged wire

- Removing piles of damaged fencing material
- Placing new star droppers along the fenceline
- Helping erect posts and end assemblies
- Stringing new wire and securing it to posts
- Tidying and sorting fencing materials
- Helping teammates — many hands make light work

No volunteer may operate machinery or equipment that needs special training, unless they are fully accredited and the Camp Team Leader has approved it.

How to apply to volunteer

3. Check the BlazeAid website: www.blazeaid.com.au → Get Involved → Current Camps. Click on any listed camp for details, including contact numbers.
4. Contact the Coordinator of the BlazeAid camp nearest, or most convenient, to your school.

Please confirm with the Camp Coordinator that these details apply to that particular camp.

What the school needs to arrange

- Supervision: at least 1 adult per group of 5 students, for the whole time the group is at camp, including farm work.
- Accommodation: not required for one-day visits.
- Transport: to and from farm sites, for students and supervisors.
- Meals: students and supervisors bring their own lunch and snacks. BlazeAid provides bottled water.
- The Leader and Coordinator will keep the group informed of any changes or emergencies.

Personal gear to bring

- Lunch, snacks and a water bottle (bottled water is also supplied)
- Personal medication
- Sunscreen and insect repellent

Clothing

- Sturdy, non-slip, enclosed footwear — sneakers, sandals, thongs, crocs and slip-ons are not permitted during the work program
- Long-sleeved shirts and long trousers
- Broad-brimmed hat (caps are not suitable)
- Fly veil (optional)

While working on farms or any outdoor project, students must act responsibly, take extra care around machinery and equipment, and stay within work zones at all times, respecting the farmer's property and animals.

It is not a requirement for BlazeAid volunteers to hold a Working With Children Check.

Safety and risk

Contact BlazeAid if you would like a copy of our Risk Analysis / OH&S documentation. All activities are voluntary and are carried out under BlazeAid's on-site safety briefings and OH&S requirements.

BlazeAid HQ	admin@blazeaid.com.au · 1300 333 546
Camps and coordinators	www.blazeaid.com.au → Get Involved → Current Camps
Questions	BlazeAid Schools Volunteering Manager — Christine Rippon, 0428 363 024

Daily program (example only)

Time	Activity
9:00am	School volunteers arrive in school transport at the designated farm site, wearing appropriate clothing and footwear.
9:10am	The BlazeAid Team Leader presents the muster talk and safety briefing on-site, covering OH&S standards and the day's planned work. Safety vests, protective glasses and gloves are supplied here.
	Students are placed into allocated teams and move to their work zones. The school supplies lunch (or students bring their own) and snacks; BlazeAid supplies drinking water.
3:00pm	Students finish the work program and return to their school.
As a thank-you for their contribution, all student volunteers receive a BlazeAid Pin of Appreciation.	

Please note

- Times are approximate and depend on distance travelled, weather conditions and student bus times for the trip home.
- Final timing is agreed together with:
 - The School Camp Supervisor
 - The BlazeAid Camp Coordinator