



BRISBANIA PUBLIC SCHOOL

"BELIEVE, PERSEVERE, SUCCEED"

1 HIGH STREET
SARATOGA NSW 2251

February 2018

Year 6 Overnight Excursion to Canberra Wednesday 16 May-Friday 18 May 2018

Dear Parents and Caregivers

Your child is invited to attend an overnight excursion to Canberra to visit various sites and attractions that will consolidate content covered during the History unit, *Australia as a Nation*. Please read the information on the following pages carefully and ensure that you sign and complete all relevant forms if you wish for your child to attend. This excursion has the approval of the school principal, Miss Parrey.

Excursion Details

Date and Time: Students to arrive at school on Wednesday 16 May at 5:45am. Students will return to school at approximately 6:00pm on Friday 18 May, 2018.

Travel: Students will be travelling by 5-Star coach (seatbelts included).

Cost: \$400. This covers costs of travel, accommodation, meals and entry to attractions. See the payment plan on the following pages.
(first \$100 deposit due on Friday 9 March)

Overview of Itinerary:

Students will visit the following attractions over the three days: National Museum of Australia, National Art Gallery, Australian Institute of Sport (including swimming at the AIS swimming pool), Parliamentary Education Office, Parliament House, Electoral Education Centre, Australian War Memorial, Botanic Gardens, Questacon, and various other parks and attractions for lunch breaks. A full itinerary will be sent home closer to the date.

Accommodation: Students and staff will be staying at The Sundown Village Motel, Narrabundah Lane, Symonston, ACT 2609. Rooms will be allocated by staff at a later date.

What to Bring: An itemised list will be sent home closer to the date.

Forms to be Returned: If you wish for your child to attend this overnight excursion, please read the information on the following pages carefully and return the following forms, with ***non-refundable \$100 deposit, by Friday 9 March 2018:** (1) permission slip, (2) swimming consent form, (3) behaviour code slip, (4) medical consent form, (5) excursion banking sheet.

**This deposit is required by the due date as coach and accommodation requirements will be finalised at this time. If a deposit is not received within the given time, your child will be unable to attend this excursion. We are also unable to accept late notice about your child's attendance for the same reason. Please discuss this excursion with your child and make a considered decision before the due date for the deposit, ensuring that the dates fit in with your family's commitments, and that your child will feel comfortable being away from home for 3 days. If there are any problems with payment please contact Miss Parrey as soon as possible.*

Mrs Jo Whelan
Assistant Principal

Miss Annette Parrey
Principal



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What to Bring

Please ensure you pack the following items in a suitable sized bag when preparing for the overnight excursion. It is recommended that students pack their bags with a parent or carer. Students must be able to carry their own bag.

Items to Pack	Student Checklist
Recess, lunch, afternoon tea and drinks for first day (Wednesday) packed in a day bag (small backpack).	
School uniform & Year 6 Maroon shirt	
Smart/casual clothing, socks and underwear for two days. No thongs, singlet tops or beach wear. The average temperature of Canberra during May is between 5°C-16°C, so pack appropriately.	
Swimming costume for visit to the Australian Institute of Sport.	
1 x beach towel.	
1 x bath towel (these are not provided by the motel).	
Warm pyjamas.	
Warm jacket, gloves, beanie, scarf for night trips.	
Toiletries in a separate bag – soap, deodorant (no aerosol), toothpaste, toothbrush, face washer, brush or comb, sun screen, tissues and any other toiletries used by your child.	
Plastic bags for dirty clothing, socks, underwear and wet towel.	
Raincoat and umbrella.	
Optional Items	
Maximum of \$20 spending money to purchase souvenirs. Students are responsible for their own money. This is the maximum amount and is the responsibility of the students.	
Camera.	
Hand-held electronic devices may be brought for the bus trip. Phones are not to be brought. If students are using phones as cameras, SIM cards MUST be removed beforehand and shown to teachers. All electronic devices must be packed away at night when students are in their rooms.	

Behaviour Code

This behaviour code has been prepared to set clear goals and expectations for attendance on the Year 6 Canberra excursion. Please carefully read and discuss the expectations with your child before signing and returning to school.

Preamble

The aim of the overnight excursion is for those participating to have an enriching, enjoyable and rewarding time. As part of a group, everyone must ensure that they behave in a way which allows maximum fulfilment from the experience of all students and brings credit to our school.

To be eligible to attend the overnight excursion, your child must demonstrate behaviour at school that is consistent with our school rules: *Be Ready to Learn, Be Proud, Be Respectful, Be Safe*. Behaviour must reflect your child's commitment to our values of *Fairness, Democracy, Excellence, Responsibility, Cooperation, Participation, Care and Integrity*.

Student's Responsibility

I will obey the instructions and directions given by all teachers at all times, and respond respectfully.

I will conduct myself in a manner which will bring credit to myself and family, and Brisbane Public School at all times. This includes speech, manners and dress.

I will respect my property and the property of others at all times.

I will behave in a way which is safe and I will not endanger myself or others.

I understand that the Excursion Behaviour Code must be observed at all times, prior to and during the excursion. Should my behaviour be unacceptable to the teachers, my parents will be contacted immediately and my representation of Brisbane Public School prior to or during the excursion will be placed in jeopardy (in severe circumstances my parents will be contacted to collect me and take me home from the excursion).

Payment Schedule

This table highlights the relevant dates for payment deadlines. Please ensure the final balance is paid by 11 May 2018. The attached payment schedule form should be sent to school with each payment. As payments are made, teachers will sign and return the form until final balances are paid.

DATE	AMOUNT
09/03/18	\$100
29/03/18	\$100
13/04/18	\$100
11/05/18	\$100
Total	\$400



Return this page to school by Monday 13 March 2017
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Year 6 Overnight Excursion to Canberra
Wednesday 16 May-Friday 18 May 2018
Permission Slip

I do / do not (please circle) consent to my childin class.....participating in an excursion to attend the Year 6 Overnight Excursion to Canberra from Wednesday 16 May to Friday 18 May, 2018. I understand that travel will be by coach. I have enclosed a \$100 deposit for my child.

I have made an Online Payment. My receipt number is.....

I give / do not give (please circle) permission for my child to receive medical treatment in case of emergency.

.....
Parent/Caregiver Name

.....
Parent/Caregiver signature

.....
Date

Water or swimming activities - response

In relation to the proposed water or swimming activities, I advise that my child is a:

Non Swimmer - Unable to swim unaided

Poor Swimmer - Able to swim across Olympic Pool

Average Swimmer -Able to confidently swim the length of the Olympic Pool

Strong Swimmer - Swim 100 metres using more than one stroke

strong swimmer average swimmer poor swimmer non-swimmer

I advise that my child requires the following flotation device to assist him/her in the water:.....

I undertake to provide this device so that my child can participate in the excursion. Yes / No

I give / do not give permission for my child to participate in the water or swimming activities.

.....
Parent/Caregiver name

.....
Parent/Caregiver signature

.....
Dated

Return this page to school by Monday 09 March 2018

**Year 6 Overnight Excursion to Canberra
Wednesday 16 to Friday 18 May 2018
Behaviour Code Slip**

I have discussed the Overnight Excursion Behaviour Code with my child.

My child, _____ and I understand that in the event of his/her behaviour being deemed repeatedly unacceptable, I will be notified and my child may not be allowed to attend the overnight excursion. I understand that every effort is made to support students in developing and maintaining positive behaviours consistent with the school rules and values. I understand that if my child's behaviour is unsatisfactory during the excursion, I may be required to collect my child immediately.

.....

(Parent/Caregiver name)

.....

(Parent/Caregiver signature)

.....

(Date)

Return this page to school by Monday 09 March 2018
Medical and Consent Form-Canberra 2018

Child's Name:..... Class: Date of Birth:.....

This information will be taken on the excursion for use if needed. Please ensure that it is accurate and understand that all information will be treated as confidential. There is space available for any relevant comments.

Does your child wet the bed?	YES/NO
Does your child have any food allergies, medical needs or special dietary requirements? <i>NB: A blank form will be sent home closer to the date for parents to record specific dosage amounts of medication to be taken while away.</i>	YES/NO If yes, please provide details.
Has your child been fully immunised against tetanus?	YES/NO If yes, in what year was the last booster injection given?
I authorise the teacher in charge to administer Panadol to my child if he/she is suffering from headache.	YES/NO
I authorise the teacher in charge to administer travel sickness medication to my child if he/she is suffering from motion sickness.	YES/NO
In the event that your child should need medical attention it would assist if you could supply the relevant health insurance information	Private Health Insurance: YES/NO If YES, insurance company and membership number:
In the event of any accident or illness, I authorise the obtaining, on my behalf, of such medical assistance as my child may require.	YES/NO
I give permission for my child to view "PG" rating movies that have been selected by the staff.	YES/NO

Our School Ambulance insurance cover for students does not apply in the ACT. If your child requires an ambulance whilst in the ACT, costs will have to be met by the parents unless you have private health insurance. I also agree to pay medical fees and/or cost of medicines which may be incurred while my child is on the excursion.

.....

.....

.....

(Parent/Caregiver name)

(Parent/Caregiver signature)

(Date)

Excursion Banking Sheet

Total Cost= \$400

Name: _____

Class: _____

Excursion: Year 6 Overnight Excursion to Canberra

Date: Wednesday 16 May-Friday 18 May 2018

Cost: \$400

Deposit Amount: \$100 (Due: 09 March 2018)

Final Payment: Due 11 May 2018

Paid in Full: _____

Signed: _____

Date: _____

DATE	AMOUNT	BALANCE OWING	TEACHER'S SIGNATURE
09/03/18	\$100	\$300	
29/03/18	\$100	\$200	
13/04/18	\$100	\$100	
11/05/18	\$100	\$NIL	

Please send this form to school as payments are made. Teachers will sign and return once payments are processed.