



3 November 2023

Dear parents and carers,

### YEAR 6 END OF YEAR CELEBRATION ACTIVITIES

The following details relate to end of year celebration activities being organised for year 6 students.

Activity 1	B.FIRM Outdoor Activity Centre
<b>Purpose:</b>	To celebrate the end of their year 6 journey at Chapman Primary School, students will be visiting the B.FIRM Outdoor Activity Centre. Students will be completing a number of obstacle courses (suitable to children from 6 years of age to adults) designed to either work as a team or individually to build confidence whilst being physically active. Activities including relay races, team work and team building competitions and initiatives.  For further information about B.FIRM Outdoor Activity Centre please visit <a href="https://bfirm.com.au/">https://bfirm.com.au/</a> .
<b>Day/Date:</b>	Friday 24 November 2023
<b>Timetable:</b>	<b>Departing</b> Chapman Primary School at 9.30 am <b>Returning</b> to Chapman Primary School by 2.30 pm
<b>Venue:</b>	B.FIRM Outdoor Activity Centre, 250 Narrabundah Lane, Symonston.
<b>Transport:</b>	Bus
<b>Cost:</b>	Nil – costs to be covered by school grant funding.

Activity 2	Yarralumla Play Station - Mini Golf
<b>Purpose:</b>	To celebrate the end of their year 6 journey at Chapman Primary School, students will be visiting the Yarralumla Play Station - Mini Golf Course. Students participate in rounds of mini golf and team building activities.  For further information about Yarralumla Play Station and Lake Walter Miniature Golf please visit <a href="https://www.yarraps.com.au/">https://www.yarraps.com.au/</a>
<b>Day/Date:</b>	Wednesday 6 December 2023
<b>Timetable:</b>	<b>Departing</b> Chapman Primary School at 9.30 am <b>Returning</b> to Chapman Primary School by 2.30 pm
<b>Venue:</b>	Weston Park, Kurrajong Point, Weston Park Rd, Yarralumla
<b>Transport:</b>	Bus
<b>Cost:</b>	Nil – costs to be covered by school grant funding.

Permission form must be returned by

Friday 17 November 2023

Please note: Participation at these activities is conditional on the "Passport System." This system is designed to promote and recognise positive behaviour, responsibility, and active participation. Each student received a "Passport" to track their behaviour and participation during term 4. Daily stamps or signatures are awarded based on respect, responsibility, teamwork, and attitude. Students consistently meeting criteria will be invited to attend these special events. Students who have not displayed the expected behaviours on three or more occasions leading up to each event will remain at school and engage in an alternate program.

Group size	68	Ratio:	1:14
Teacher in charge:	Dean Howell		
Accompanying Staff	<b>Activity 1: B.FIRM Outdoor Activity Centre</b> Dan Gatwood, Angas Quantrill, Kristy Williamson, Emma Pryor, Jodi de Ligt and Dean Howell. <b>Activity 2: Yarralumla Play Station – Mini Golf</b> Dan Gatwood, Angas Quantrill, Kristy Williamson, Emma Pryor, Jodi de Ligt and Nicki Johannes		
Meals	Students are required to take snacks and lunch to sustain them through the day. No opportunity will be available for purchases of food while at the activities. All students will be required to take a water bottle.		
What to wear	Students are not required to wear school uniform, however, <b>must</b> be dressed in sunsmart clothing and footwear appropriate for weather conditions and activities.		
What to bring	Water Bottle, sunsmart hat, sunscreen. Students must bring a change of clothing.		
<b>Excursion Risk Assessment:</b> Available to view at the front office			
<b>Emergency Contact for this excursion:</b> Chapman Primary School 02 6142 2400			
Contingency:	Should these excursions not proceed, they will be rescheduled where possible or cancelled.		
Behavioural Expectations:	Students are expected to demonstrate Chapman FRIENDS values and the PBL expectations of being safe, responsible and respectful.		

*Staff members accompanying students on excursions will take all reasonable care while the students are in their charge to protect them from injury and to control and supervise their behaviour and activities.*

*Parents should be aware that staff members are not responsible for injuries or damage to property which may occur on an excursion where, in all circumstances, staff members have not been negligent. Parents should warn children of the risk to themselves, to others and to property, of impulsive, willful, or disobedient behaviour.*

For your child to attend, please return the attached permission and medical form to your child's classroom teacher no later than Friday 17 November 2023.

Yours faithfully

James M. Barnett  
Principal

## Chapman Primary School Excursion Permission Form

### YEAR 6 END OF YEAR CELEBRATION ACTIVITIES

**This signed consent form should be returned to your child's classroom teacher no later than Friday 17 November 2023**

#### Activity 1: B.FIRM Outdoor Activity Centre

I give permission for my child \_\_\_\_\_ in class \_\_\_\_\_ to attend the B.FIRM Outdoor Activity Centre, on Friday 24 November 2023 travelling by bus.

#### Activity 2: Yarralumla Play Station – Mini Golf

I give permission for my child \_\_\_\_\_ in class \_\_\_\_\_ to attend the Yarralumla Play Station – Mini Golf, on Wednesday 6 December 2023 travelling by bus.

☐ I understand that participation in these activities is based on the conditions of the "Passport System".

*I agree to my child participating in the activities associated with this excursion mentioned previously. I have discussed with my child the need for expected behaviour on this excursion. I authorise the school to make arrangements for the welfare of my child (including medical or surgical treatment) in an emergency and I agree to meet the associated costs. I have provided to the school all medical information relevant to my child attending this excursion. I agree that my child will be under the authority of the school for the duration of the excursion and that the school is authorised to return my child to school or home at my expense if the school considers that circumstances warrant such action. I give permission for my child to travel by private car, driven by a staff member or parent, in an emergency.*

☐ I have previously completed and returned the ACT Education Medical Information Consent Form for the current school year. *The Medical Information and consent form only needs to be completed once per calendar year prior to the first excursion unless there are changes to the details on this form.*

Are there any changes to the medical information previously provided for this school year? No ☐ Yes ☐  
*If yes, an updated [Medical Information and Consent Form](#) is required to be completed (available through the front office).*

Will your child require medication to be administered during the excursion? Yes ☐ No ☐

▪ **If yes**, is this medication and the accompanying plans held at the school? Yes ☐ No ☐

***All medications held at the school will be transported to this excursion.***

▪ **If No**, please complete a [Medication Authorisation and Administration Record](#) and present this along with medication to the school front office prior to the departure date for this excursion. *Please contact the school front office on 6142 2400 for further information*

Is there any additional information you need to provide to support your child's participation in this excursion?  
Yes ☐ No ☐ (If yes, please provide these details below.)

Please provide the following information:

Medicare No:		Private Health Fund:		Membership No:	
Ambulance fund: Parents are responsible for ambulance costs outside the ACT					

**Name of Parent/Carer (please print):** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

If you fill in this form, your personal information and that of your child will be collected and handled by the ACT Education Directorate (EDU) This information is necessary for us to manage student participation in excursions and support the welfare and safety of your

child. If you do not consent to supply us with this information your child will be unable to participate in the excursion. Normally, we will not use or disclose this information for another purpose, without your consent, unless you would reasonably expect us to use or disclose the information for a related purpose. Normally we only share information with school staff and, where necessary, parents or volunteers assisting with the excursion to manage the excursion appropriately and effectively. The Directorate has a privacy policy that explains how we handle personal information, including how we handle privacy complaints. The policy is available on the Directorate's website ([www.det.act.gov.au](http://www.det.act.gov.au)) on the About Us page.