



Chapman Primary School



Perry Drive Chapman ACT 2611

chapmanps.info@ed.act.edu.au

02 61422400

ABN: 48 529 566 431

“Achieving Excellence Together”

3 November 2022

Dear Parents/Carers,

YEAR 6 END OF YEAR CELEBRATION DAY – WESTON PARK

The following details relate to an educational excursion to Weston Park which is being organised for students in year 6.

Purpose:	This excursion aligns with the approved educational excursion to celebrate the end of year 6 students journey in primary school.
Day/Date:	Thursday 1 December 2022
Timetable:	Departing Chapman Primary School at 9.15 am Returning to Chapman Primary School by 2.30 pm
Venue:	Weston Park, Kurrajong Point, Weston Park Rd, Yarralumla
Transport:	Bus
Cost:	\$20 <i>Costs outlined below</i>
Full payment and permission due by	By 10.00am on Thursday 24 November 2022

The school has made every effort to keep cost for this excursion to a minimal level. If necessary, parents or students can confidentially discuss support to meet the cost of the excursion with the principal. Please contact the front office if you would like to speak with the principal.

Group size	78	Ratio: 1 adult to 16 students
Teacher in charge:	Dean Howell	
Accompanying Staff/Adults	Dean Howell, Nicki Johannes, Rheannon Robson, Mark Edmunds and Kat Tirzins	
Meals	Students will be provided with the opportunity to have a sausage sizzle (one sausage and bread – gluten free options) and a juice box. Students should also bring snacks, lunch and a water bottle to get them through a very active day.	
Activities	Mini golf, Amazing Race.	
What to bring	SunSmart hat, jacket, snacks, and water bottle	
What to wear	Students should wear school uniform appropriate to participate in activities included at this event and the weather conditions of the day. Students must wear safe, covered footwear. It may be helpful to have a warm jacket or jumper that can be put on or removed as appropriate for the days expected weather conditions. Please ensure that all hats and jumpers are clearly labelled with your child’s name.	
Excursion Risk Assessment: Available from the front office		

Emergency Contact for this excursion: Chapman Primary School 02 6142 2400,	
Contingency:	If this excursion is not able to proceed it will be cancelled and full refund will be made.
Behavioural Expectations:	Students are expected to demonstrate Chapman FRIENDS values and the PBL expectations of being safe, responsible, and respectful

Staff 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 have not been negligent. Parents should warn children of the risk to themselves, to others and to property, of impulsive, wilful, or disobedient behaviour.

If you are happy for your child to attend, please return:

- Completed Permission form and payment to your child's classroom teacher no later than:
10.00am on Thursday 24 November 2022

Kind regards

Year 6 teaching team



Chapman Primary School



Chapman Primary School Excursion Permission Form YEAR 6 END OF YEAR CELEBRATION TO WESTON PARK

This signed consent form and payment should be returned to your child's classroom teacher no later than 10:00am on Thursday 24 November 2022.

I give permission for my child _____ in class _____ to attend the year 6 Amazing Race at Weston Park on Thursday 1 December 2022, travelling by bus.

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.

Medical

I have previously completed the ACT Education Medical Information Consent Form for the 2022 school year. *The Medical Information and consent form only needs to be completed once/year prior to the first excursion unless there are changes to the details on this form.*

Are there any changes to this form? Yes No

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 (e.g. allergy medication, pain relief)? Yes No

(If yes, please complete a Medication Authorisation and Administration Record if the school does not already have up-to-date information about this).

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					

Payment Code: Year 6 Celebration

- Enclosed is cash to the value of \$20.00
- Quickweb payment of \$20.00 made on (date) _____ receipt number _____
<https://www.chapmanps.act.edu.au/payment>

Please ensure that this permission form is returned to your child's teacher

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 appropriately and effectively manage the excursion. 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) on the About Us page.