**Torrens Primary School** Ritchie Street TORRENS A.C.T. 2607

6142 0777 admin@torrensps.act.edu.au www.torrensps.act.edu.au

**Torrens Primary School Junior Athletics Day 2024 - Woden Athletics Park, Phillip**

**Anticipated group size:** 12 staff; 100 students **Staff/Student ratio 1:8**

**Date(s) & Time(s):** Thursday 9 May 2024 **(Week 2 Term 2).** Depart Torrens Primary School

10 am and arrive back at Torrens Primary School approx. 1:45pm.

**Transport arrangements:** Action buses.

**Cost:** $ 9 *The school has made every effort to keep cost for this excursion at a minimum level. If necessary, parents or carers 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.*

**Payment and notes due back to Front Office by:** Friday 3 May 2024 **(Week 1 Term 2).**

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**Purpose & Activities:** The purpose of the Torrens Primary School Junior Athletics Day is to provide opportunities for students to develop their fundamental movement skills through a range of fun novelty events and ball games.

**Contingency – e.g. in case of bad weather**. If there is a need to cancel the event you will be advised via SMS on the morning of. This information will also be displayed on our website under latest news on our homepage (<https://www.torrensps.act.edu.au/home>).

**What to wear/bring:** Children should wear a hat and warm clothing for the day (preferably House colours). They should also bring their ownsnacks, lunch and a water bottle as there will be **no food for sale at the park**. All belongings should beclearly labelled with your child’s name.

**Volunteering to help:** If you can attend the carnival in an assisting capacity, please contact the front office first up to leave your name and contact details and we will get back to you.

**Staff who will be in attendance:** Classteachers, Assistants, Executive staff and a first aid officer will be in attendance on the day.

**Behavioural expectations:** *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 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.*

**Excursion Risk Assessment:** Available on request from the front office.

If you have any questions regarding this excursion, please contact the school via the front office. Please return completed permission form and make payment by the due date shown above.

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***(please √ tick both boxes)***

 I give permission for my child to attend the **TPS Junior Athletics Day on Thursday 9 May (Week 2) at Woden Athletics Park, Phillip**, travelling by bus to and from the school.

 My child can participate in all Junior Athletics Day events.

*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.*

Tick (√) or cross (x) and complete as required:

□ I have previously completed the **Medical Information and Consent Form** for 2024.

□ Ifyour child’s medical information has changed since completing the 2024 Medical Information and Consent Form, please **update this with the Front Office prior to the carnival**.

□ If your child requires medication to be administered during the carnival of which the Front Office is not already aware (e.g. antihistamine, pain relief) please complete a **Medication Authorisation and Administration Record** available from the Front Office.

**□ In case of an emergency during the carnival:**

 Contact name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Best contact phone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Medicare No: |  | Private Health Fund No: |  | Membership No: |  |
| Ambulance Fund: NOTE, Parents are responsible for ambulance costs outside the ACT. |  |

**Child’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Class: \_\_\_\_\_\_\_\_\_\_\_\_**

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

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

***Turn over for Privacy information and payment details.***

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**Payment details**

**Cost:** $9

□On-line ([www.torrensps.act.edu.au/payment](http://www.torrensps.act.edu.au/payment)) Receipt No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_ *or*

□EFTPOS - date of payment \_\_\_/\_\_\_/\_\_\_

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.