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

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

**Excursion:**  **Year 5 camp to Cooba Sport and Education Centre (CSEC), Berridale, NSW.**

**Anticipated group size:** 4 TPS staff; 65 students **TPS** **Staff/Student ratio:** 1:17

**Dates:** Wednesday 21 September – Friday 23 September 2022 (Week 10).

**Transport arrangements:** Buses, provided by CSEC, will depart Torrens Primary School (Ritchie Street) on Wednesday morning at 8.30am and return to Torrens Primary School by approx. 3.30pm on Friday afternoon.

**Cost:** $350.00 *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 Permission due back by:** Friday 26 August 2022 **(Week 6)**

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**Purpose of excursion:**

Students will participate in a three-day outdoor pursuits program which focuses on team building, peer support, building self-esteem, independence, organisation and leadership skills. Students will be encouraged to participate in all activities to their level of comfort and ability.

Cooba Sport & Education Centre (CSEC) is accredited by the Outdoor Recreation Industry Council of NSW (ORIC). Experienced, well-trained and qualified instructors are used for all activities. All instructors have been screened for Child Protection and at least one (but usually all) instructors for each activity have current First Aid and Resuscitation Certificates.

CSEC has also been registered as a COVID Safe Business and has implemented a COVID-19 Safety Plan to protect all visitors and staff. Students need to bring their own pillow, linen or sleeping bag and ideally personal hand sanitiser. Please look at the What to Bring list over page for more information.

**Contingency (e.g., in case of wet weather):** You will be informed via text message if any of the arrangements for camp need to change.

**What to pack, bring, wear:** Students need to bring their own pillow, linen or sleeping bag and ideally personal hand sanitiser. ***Turn over for more information and a ‘What to Bring to camp’ list.***

**Staff who will be in attendance:** Accompanying the students will be the Year 5 Teaching Team and Mrs Zeitlhofer (First Aid Officer).

**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 to view at Front Office.

If you have any questions regarding this excursion, please contact your class teacher via the Front Office. Please return completed forms and payment by the due date.

***The Year 5 Teaching Team*** *Please turn over for more important information*

**COOBA CAMP 2022 - WHAT YOU NEED TO KNOW & WHAT YOU NEED TO BRING**

**Meals:** Morning tea, lunch and afternoon tea for the first day will need to be packed and brought on the bus in backpacks. All other meals provided.

**What to bring:**

* Linen (2 sheets) **or** a sleeping bag, pillow slip **and own pillow**
* Bathroom towel
* General clothing for number of days away. Ensure two extra sets in case one gets wet. The weather can change rapidly in the mountains and the secret is to get warm, then stop the wind. Put on warm layers of clothes (singlet, shirt, jumper, thermal underwear) and wear a wind proof jacket.
* Swimmers, old clothes and old runners for the outdoor activities and courses.
* Toiletries - Toothbrush, toothpaste, soap, shampoo, brush/comb, personal hand sanitizer.
* 2 pairs of comfortable footwear in case one pair gets wet.
* Two plastic bags, for wet / dirty clothes.
* SPF 30+ sunscreen, lip balm.
* Outdoor jacket.
* Hat and beanie.
* Warm gloves (preferably water-proof).
* Water bottle.
* Backpack to take on bus and around during the day.
* **Optional:** healthy snacks and small amount of money for the souvenir shop (if open).

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**Permission – 2022 Year 5 camp to Cooba Sport and Education Centre (CSEC), Berridale, NSW**

I give permission for my child to attend the Year 5 Camp to CSEC, Berridale NSW from Wednesday 21 – Friday 23 September 2022; travelling by CSEC provided coaches, as outlined in the Information note provided.

*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.*

You have previously completed a 2022 *Medical Information and Consent Form*. This form only needs to be completed once annually 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 from the front office or our website).

Will your child require medication to be administered during the excursion (e.g., antihistamine, pain relief)?

Yes [ ]  No [ ]  If yes, please complete a ***Medication Authorisation and Administration Record*** (available from front office or our website).

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: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Best contact details on the day in case of emergency:**

Parent/Carer name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Daytime phone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please also provide the following Directorate-required information:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 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: *\_\_\_\_ /\_\_\_\_\_/\_\_\_\_\_***

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**Payment details: Total amount due: $350**

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

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.