

# Murrurundi Public School

*"Pride in our Heritage, Confidence in our Future"*

135 Mayne Street, Murrurundi, NSW, 2338

Phone: 02 6546 6057 Fax: 6546 6596

Email: [Murrurundi-p.school@det.nsw.edu.au](mailto:Murrurundi-p.school@det.nsw.edu.au)



6 May 2022

Dear Parent/Carer

Students in years 3-4-5-6 will be going on an excursion to Canberra on 14 November to 18 November.

This excursion has been planned to deepen student knowledge and provide further experiences about the Federal government, voting procedures, Australia's involvement in World Wars – why we commemorate Remembrance Day and ANZAC Day, the Arts and Science.

The excursion will cost \$733 which will cover all costs – accommodation, travel by bus, meals and entry fees for all venues visited.

The class will depart from Murrurundi Public School at (time TBA), picking up at Scone and Muswellbrook and return to these at (time TBA).

Travel will be by bus provided by Macquarie Tours

The students will be supervised by the following staff members:

Meghan Foley (Murrurundi), Nikki Gorst (Murrurundi), Shane Roberts (Belltrees) and Sharon Rivers (Martindale)

All attending staff have current CPR training.

Students will need the following items on this excursion:

- waterproof clothing, for example raincoat, umbrella
- four changes of clothing
- joggers – no sandals or thongs
- warm clothing – it still gets quite cold in Canberra in November!
- school hat and sunscreen
- snack and lunch for the first day
- a reusable drink bottle
- full school uniform - to be worn when visiting Parliament House (Tuesday 15 November)
- bath towel, toiletries – hairbrush, hair ties, toothbrush, toothpaste, soap, shampoo, and conditioner
- spending money (optional) no more than \$15 per day

I consent to \_\_\_\_\_ participating in an excursion to Canberra on 14 – 18 November.

Please refer to enclosed medical form for details regarding medical needs for my child.

I understand that my child will receive medical treatment in the case of an emergency. I understand that when a medical practitioner has prescribed medication (including emergency medication) that will need to be administered during the excursion, parents are responsible for:

- bringing this need to the attention of the school
- ensuring that the information is updated if it changes
- supplying the medication and any 'consumables' necessary for its administration in a timely way
- any medication should be well within its expiry date and correctly labelled
- collaborating with the school in working out arrangements for the supply and administration of the prescribed medication for the duration of the excursion

**Overnight excursions – consent**

☐ I understand that my son/daughter will stay overnight at Sundown Villas – 2-5 Narrabundah Lane, Symonston, ACT.

**Travel insurance – consent**

☐ I have arranged travel insurance with \_\_\_\_\_. (A copy of that policy is attached)

☐ I have decided not to arrange travel insurance for this excursion

Parent full name: \_\_\_\_\_

Parent signature: \_\_\_\_\_

Date: \_\_\_\_\_

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## Canberra Excursion Payment Plan

The total cost for the excursion is \$773 per student. This covers everything – travel by bus, accommodation, entries to all venues and meals. The school and P&C are putting \$100 each per student towards the excursion. This brings the cost down to \$573. Families can choose to pay the whole cost in one payment or follow the payment plan set out below. We are aware that even at a reduced cost, this is still a lot of money to pay, especially if you have more than one child attending. If you require further financial assistance, please contact me during school hours. All arrangements made will remain confidential. **A \$100 deposit is due by Friday 27 May**, regardless of whatever payment plan you choose.

### Payment Plan

27 May	\$100 deposit
24 June	\$100 – payment 1
29 July	\$100 – payment 2
28 August	\$100 – payment 3
16 September	\$100 – payment 4
14 October	\$73 – final payment

Regards,

Christina Darlington

Principal

## Excursion consent form

Dear parent/carer

Please complete the Excursion consent form in English for the excursion detailed below.

This form should be returned to the school by the date shown below.

### Information for completion by organising teacher

Name of student \_\_\_\_\_ Excursion destination Canberra

Excursion date/s From: 14/11/22 To: 18/11/22 Date for return of consent form 27 May 2022

### Other activities in this excursion

☐

No other activities

☐

Swimming activities

☒

Overnight excursion

☐

Water activities

☐

Travel by air

☐

Travel insurance

### Parent/carer consent

Please tick **only the relevant** boxes below regarding this excursion

☐

I have read the parent/carer information regarding this excursion

☐

I have read the overnight excursion advice

☐

~~I have completed the 'Swimming activity advice form' and it is attached~~

☐

~~I have completed the 'Water activity advice form' and it is attached~~

☐

I have arranged travel insurance

☐

My child has additional needs for this excursion. I have completed the 'Medical information form' and it is attached

(Mark one box only below and leave the other one blank)

☐

I consent to my child participating in the forthcoming school excursion

☐

I **do not consent** to my child participating in the forthcoming school excursion

Name of parent/carer (please print) \_\_\_\_\_

Signature of parent/carer \_\_\_\_\_ Date \_\_\_\_\_

### Telephone Interpreter Service

If you require more information please call the school. If you need an interpreter to assist you with your enquiry please call the telephone interpreter service on 131 450 and ask for an interpreter in your language. The operator will call the school and get an interpreter on the line to assist you with the conversation. You will not be charged for this service.



## Medical information form

Dear parent/carer

Please complete the Medical information form in English if your child has any additional needs for the excursion detailed below. Please provide any relevant medical and/or dietary details in full and add another page if more space is required.

This form should be returned to the school with the consent form by the date shown below.

### Information for completion by organising teacher

Name of student \_\_\_\_\_ Excursion destination Canberra

Excursion date/s From: 14/11/2022 To: 14/11/22

Date for return of Medical information form 27 May 2022

### Information for completion by parents/carers

#### Parent/carer contact details

Name of parent/carer \_\_\_\_\_

Address of parent/carer \_\_\_\_\_

Contact phone number/s Telephone 1 \_\_\_\_\_ Telephone 2 \_\_\_\_\_

#### Doctor contact details

Name of doctor \_\_\_\_\_

Address of doctor \_\_\_\_\_

Doctor's phone number/s Telephone 1 \_\_\_\_\_ Telephone 2 \_\_\_\_\_

#### Emergency alternative contact details

Name of emergency contact 1 \_\_\_\_\_ Telephone \_\_\_\_\_

Name of emergency contact 2 \_\_\_\_\_ Telephone \_\_\_\_\_