



Address: Alexandra Street Hunters Hill 2110

Phone: 9816 4404 **Fax:** 9879 4049

Website: <http://huntershillps.nsw.edu.au>

Email: huntershil-p.school@det.nsw.edu.au

31 July 2023

**Stage 3 Canberra Excursion
Monday 4 September to Wednesday 6 September 2023**

Dear Parents and Caregivers,

The excursion to Canberra supports students' learning in the areas of history, creative arts, science and technology, English and PD, Health & PE. Year 5 and 6 students will be travelling to Canberra for three days in Week 8 of Term 3 from Monday 4 September to Wednesday 6 September.

Monday morning: **Arrive at school at 6:15am** for a 6:30 am departure.

Wednesday afternoon: **Arrive back at school at approx. 4:30 pm.**

We believe this will be a rewarding excursion for the children and they will be kept very busy visiting a variety of locations in the nation's capital.

Please find attached the following relevant information:

- Permission Note for the excursion
- Medical Form
- Itinerary
- 'What to Bring' Packing List

Return the Permission note and Medical form back to school by: Friday 11/8/23

Teachers attending: (All staff attending are trained in CPR & Anaphylaxis First Aid)

- Meghan Murray - 6M Class Teacher & Relieving Stage 3 Assistant Principal
- Jim Fogarty - 3F Class Teacher
- Rebecca Dejardin - SLSO
- Liz Tringas - SLSO

Regards,

Meghan Murray
Excursion Coordinator
Rel. Stage 3 Assistant Principal



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31 July 2023

**Stage 3 Canberra Excursion
Monday 4 September to Wednesday 6 September 2023**

Dear Parents or Caregivers,

Stage 3 students will be attending an excursion to Canberra from Monday 4 September to Wednesday 6 September 2023.

When: Depart 6:15 am Monday 4/9/23 until arriving 4:30 pm Wednesday 6/9/23

Transport: Coach

Accommodation:

*Canberra Carotel Motel
170 Aspinall Street
Watson 2607*

Activities: Various locations in Canberra (See attached itinerary).

Pack: Day pack and luggage bag (Check the packing list attached).

Cost: The cost of the excursion has been included in your child's Term 2 Fees Schedule.

Staff attending: Meghan Murray (6M teacher) and Jim Fogarty (3F teacher).

Behaviour Management: Teachers will follow HHPS behaviour management policy, using warnings and time out as needed.

Contact: Excursion staff will be in regular contact with the school and will have parent contact information with them. Should there be a need to make parent contact during the trip, staff will do so. In extenuating circumstances parents can contact the school during the trip (on 9816 4404) who can make contact with excursion staff.

Sentral will be used to notify any significant change to the estimated return time on Wednesday.

**Please return this permission note (on the next page) to school
by Friday 11/8/23.**

Children without a signed permission note will stay at school and complete work provided by teachers at school. It is expected that if your child is not attending the Stage Three camp, they will attend school as normal.

Meghan Murray
Excursion coordinator
Rel. Stage 3 Assistant Principal



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**Hunters Hill Public School
Stage 3 Canberra Excursion permission note**

I give permission for my child _____ Class _____ to participate in the excursion to Canberra from 6:15am Monday 4 September until approx. 4:30pm Wednesday 6 September 2023.

Please tick each one:

- My child has the following special needs (please provide full details and include any relevant medical details on the attached *Medical Information form*)

- I give permission for my child to view videos with a PG classification.
- I give permission for my child to receive medical treatment in case of emergency.
- I understand travel will be by coach.

Signature: _____ **Date:** _____

Please return this page to school by Friday 11/8/23.

* Return this page -
Due: Friday 11/8/23.



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 Stage 3 Canberra Excursion

Excursion date/s From: 4/9/23 To: 6/9/23

Date for return of Medical information form Friday 11/8/23

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 _____

List any medical conditions or illnesses for example asthma, diabetes, epilepsy, allergies and outline the treatment for each.

Outline any special dietary needs including possible reaction to inappropriate diet.

List any medication/s to be administered during the excursion. Include name of medication, instructions for administration, time of administration, and any possible reactions.

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 for example insulin) that will need to be administered during the excursion, parents/carers 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 necessary 'consumables' for example insulin syringes or EpiPens® for administration (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.

Please note: for some excursions, the school will ask parents to supply the medication in a different way to what has been already been agreed to by school. For example, parents may be asked to supply an additional adrenaline autoinjector (EpiPen®).

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.



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Stage 3 Camp Excursion Itinerary

***Note: All times and activities are subject to change as needed with approval of Meghan Murray, Excursion Coordinator.

Monday 4/9/23	Arrive at school 6:15am Mount Ainslie Lookout – Bring recess Parliament House Tour Bring lunch National Film & Sound Archives Australian Institute of Sport Accommodation: Canberra Carotel Motel
Tuesday 5/9/23	Old Parliament House High Court of Australia National Portrait Gallery National Museum of Australia Embassy Drive Laser Tag Accommodation: Canberra Carotel Motel ***All food provided
Wednesday 6/9/23	Questacon National Arboretum Canberra Depart for HHPS approx. 1:00 Estimated arrival at HHPS - 4:30pm. Sentral will be used to notify any significant change to the estimated return time on Wednesday. ***All food provided



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Canberra Excursion 2023 – What to Bring:

Students will need to bring their recess, lunch and drinks for the first day of the excursion.

Be sure to pack these separately in a small backpack that can be carried on to the bus.

Day Pack:

- Hat
- Drink bottle (plastic)
- Recess & lunch
- Suncream
- Extra jacket
- Raincoat/poncho (No umbrellas)

Clothing:-

- * Casual clothes that are appropriate for the context of school and the cool weather
- * Extra thick jumper/jacket
- * Pyjamas
- * Personal Hygiene items (toothbrush, toothpaste, soap, deodorant, face washer etc.)
- * Hat and sunscreen
- * Changes of underwear and socks
- * Wet weather gear – No umbrellas
- * Shoes

Every single item must have your child's name on it.



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Money

Students may bring up to \$30.00 to spend on souvenirs, though this is not compulsory.

CASH ONLY, NO CARDS.

Put the student's name in their wallet. Money is the responsibility of the student and not the teachers.

What Not to Bring

Students may not bring mobile phones, smart watches, mp3 players, electronic games, chewing gum, lollies or any valuable/personal items.

Should students be found to have any such items, they will be confiscated to the care of teachers. Whilst all care will be taken, teachers are not responsible for the safety and security of items.

Travel

If your child suffers from travel sickness, please ensure they have taken necessary precautions and the **teachers have been notified** for seating on the bus. If they require travel sickness medication for the bus trip, please provide and include details on the medical form.

Contact

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