

**EXCURSION INFORMATION FOR PARENTS  
LANYON HIGH SCHOOL TRANSITION VISIT  
YEAR 5/6 STUDENTS  
16 JUNE 2021**

Dear Parents and Carers,

The following details relate to an educational excursion to Lanyon High School which is being organised for Year 5 and 6 students.

This transition visit is an opportunity for prospective students to experience a high school setting and environment. The purpose of this visit is a preliminary taste of life in the classroom at Lanyon High, to build connections with students and model high school as a safe and supportive place to learn. Students will be given the opportunity to meet the staff and experience the hands-on activities that are offered at Lanyon.

Dates/time:	16 June 2021 from 9.00am-12.30pm
Purpose of excursion:	High School Transition Visit
Activities:	A variety of high school classes
What to Wear:	Full school uniform
What to Bring:	Hat, drink bottle and fruit break
Transport:	Bus
Group Size:	110 students
Trip Leader:	Marissa Owens (5/6 Executive Teacher)
Assistant Leaders:	Amelia Clay, Lindsay Stewart, Simon Wansink, Jessica Connolly
Cost:	No cost for this excursion

*The school has made every effort to keep cost for this excursion at a minimum 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.*

**Notes to Bonython Primary School front office by: 9 June 2021**

**Excursion Risk Assessment:** Available at the front office

**Contingency:** If this excursion needs to be either postponed or cancelled, parents and carers will be informed within a reasonable timeframe and future arrangements may be made.

**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 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.*

Kind Regards,

Marissa Owens  
Executive Teacher

**EXCURSION PERMISSION NOTE FOR PARENTS  
LANYON HIGH SCHOOL TRANSITION VISIT  
YEAR 5/6 STUDENTS  
16 JUNE 2021**

I give permission for my child \_\_\_\_\_ in class \_\_\_\_\_ to attend the Bonython Primary School excursion to **Lanyon High School** on **16 June 2021** travelling by Bus and other details as outlined in the Excursion Information for Parents (including contingency plans).

*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.*

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* (available through the front office).

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

---



---



---

Please provide the following information:

<b>Medicare No:</b>		<b>Private Health Fund:</b>		<b>Membership No</b>	
<b>Ambulance Fund: Parents are responsible for ambulance costs outside the ACT.</b>					

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](http://www.det.act.gov.au)) on the About Us page.*