
**SONGLINES PROGRAM AT BIRRIGAI
PRESCHOOL STUDENTS**

POSSUMS 25 MAY 2021, ECHIDNAS 27 MAY 2021

Dear Parents and Carers,

We are excited to offer our preschool students an opportunity to engage in a day program at Birrigai Outdoor school. We will spend time Connecting on Country through songs and walks and have time for bush play.

The following details relate to an educational excursion to Birrigai which is being organised for the Possums and Echidnas.

Excursion information (Education and Care Services National Regulations, Reg 102):

Event title: Songlines Program at Birrigai

Venue details: Birrigai outdoor school

Date: Possums Tuesday 25 May, 2021 and Echidnas Thursday 27 May, 2021

Time: 915am-200pm

Purpose of excursion: part of our focus on acknowledging country and connecting with the natural world

Departure time: 915am

Return time: 2pm

Mode of transport: Bus

Total cost of excursion: \$20 (cost of bus and contribution to the program)

Food requirements: Children will be provided with a Birrigai biscuit (ANZAC biscuit). They will need to pack their own lunch, snack and drink bottle.

Educators attending with Possums: Veronica Wootten, Amanda Hawkins and Rowena Bautista

Educators attending with Echidnas: Elise Cummins, Amanda Hawkins and Rachel Brice

Anticipated number of children attending: 22 children per preschool group

Educator to child ratio: 1:11 ratio will be maintained with additional grownups supporting the excursion

Anticipated number of volunteers/preservice teachers: 3

*A risk assessment has been developed for this excursion and is available upon request. Emergency contacts and procedures are in place in the event of an emergency. Should you need to make contact with the group please contact the Reception at Birrigai Outdoor School – 6205 2006.

The school has made every effort to keep cost for this activity at a responsible level. We have an equity fund which can be used to provide financial assistance for students where parents are unable to make the requested contribution. 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,

Amanda Hawkins, Veronica Wootten and Elise Cummins
Little Burra Team 2021
19 April 2021

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PERMISSION NOTE

I give permission for my child _____ in class _____
to attend the Songlines excursion at Birrigai Outdoor school on Tuesday 25 May for the
Possums or Thursday 27 May for the Echidnas travelling by bus.

I agree to my child participating in the activities associated with this excursion mentioned previously. I have discussed with my child the need for sensible 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.

Have there been any changes in your child's medical status since you last provided the school medical information?

Yes No

If yes, an updated *Medical Information and Consent Form* is required to be completed.

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*.

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 to your child's teacher.

Full Name of Parent/Guardian (Please Print) _____

Signature of Parent/Guardian _____ Date _____

Emergency contact number on the day: _____

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PAYMENT

Payment of \$20 is enclosed (cost of bus and contribution to the program)

Payment Options:

- Quick Web** (Visit the school website. Click on the payment tab which will take you to a secure Westpac Website to complete the payment.)
- Direct Deposit** (See account details below.)
- Cash**
- Credit Card**
- Cheque**

Account Name: Bonython Primary School Management Account

BSB: 032 777

Account Number: 001041

Please include your child's name and reason for payment in the 'reference field'.

Example: Smith (War Mem)

Payment by credit card, please fill out the following details:

Child's Name _____ Class _____ Excursion to: Birrigai

VISA MASTERCARD

NAME ON CARD

EXP DATE AMOUNT

SIGNATURE

CARD NO

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 in order 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.