



ARANDA PRIMARY SCHOOL

Banambila Street ARANDA PO Box 763 JAMISON ACT 2614
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CRANLEIGH VISITS

DEPARTURE DATE	Every Thursday, Term 3 2017	DEPARTURE TIME	1:30 PM
RETURN DATE	Every Thursday, Term 3 2017	RETURN TIME	2:50 PM
EVENT LOCATION	Cranleigh Special School, Holt		
MODE OF TRANSPORT	Travelling in staff car		
PURPOSE	School leaders and potential school leaders interschool visits with Cranleigh Special School		
TEACHER IN CHARGE	Janine Collins – Staff vehicles operated by Janine Collins and Katie McLaren		
EQUIPMENT NEEDED	None		
CONTACT NUMBER	6142 3030		
Number of Attending Adults: 2		Number of Attending Students: 5	

FORM DUE TO FRONT OFFICE by 3.30pm on TUESDAY 18 JULY 2017

STUDENTS WHO DO NOT RETURN A SIGNED PERMISSION FORM WILL NOT ATTEND.

CRANLEIGH VISITS – PERMISSION NOTE

I consent to my child (name) _____ in (class) _____ attending the Cranleigh visits.

The school has an **Excursion Medical Information and Consent Form** on file. Please provide details of any current medical requirements and/or other needs of the child relevant to this excursion.

I have read all the information provided in regards to this excursion and understand its contents:

Name of Parent: _____

Signature of Parent: _____

Date: ____ / ____ / ____

Emergency Contact Number: _____

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. A risk assessment for this activity has been completed and is available to view upon request.

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.

The school has made every effort to keep costs for this activity at a reasonable level. Financial assistance may be available to assist families who are not able to make the requested contribution. Please contact the Business Manager. If however there is insufficient total funding available to meet the cost of the excursion, regrettably we may not be able to proceed.

The teacher in charge will make arrangements for the welfare of the student (including medical or surgical treatment) in an emergency. The costs associated with any emergency arrangement made by the teacher in charge will be met by the parents/guardians (free ambulance transportation only applies in the ACT).

The student will be under the authority of the school for the duration of the excursion and that the teacher in charge is authorised to return the student to the school at the expense of the parent/guardian if the teacher in charge considers that circumstances warrant such action and after contacting the parent.

IF MEDICAL INFORMATION HAS CHANGED PLEASE PROVIDE AN UPDATED Excursion Medical Information and Consent Form **TO THE SCHOOL** (available for download from the school website or from the Front Office).