



## HAWKER SCHOOL

### Year 3 - Birrigai Day Trip

Dear Parents and Carers,

The following details relate to the upcoming day trip to Birrigai for Year 3.

<b>Dates &amp; Times</b>	Monday 17 <sup>th</sup> June, 2024 (Week 8, Term 2)
<b>Venue &amp; Transport</b>	Coach transport to and from Birrigai leaving school at 9:10am and returning to school 5:55pm approximately (if the bus is delayed we will inform parents via text)
<b>Activities</b>	The focus of the excursion will be on outdoor activities, which will develop self-confidence, encourage group cohesion and teamwork, cooperation, leadership skills, as well as providing the students with some new outdoor experiences. Activities will be led by Birrigai staff and Hawker teachers
<b>Clothing &amp; Equipment</b>	Appropriate winter clothing, a rain coat and a sun smart hat. Suitable shoes for participation in outdoor activities. Lunch and snacks will be provided for the day but <b>students will need to bring a drink bottle</b> . Students will not be required to bring any additional food or drink. Parents are asked to supervise packing, so these items do not appear at the excursion.
<b>Accompanying Teachers/LSAs</b>	Josh Houghton, Bridget Knagge and Alicia Rhodes
<b>Cost</b>	\$95 to cover bus, activities and meals

*The school has made every effort to keep costs 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 Hawker School front office by Monday 27<sup>th</sup> May**

**Money to Hawker School front office by Monday 3<sup>rd</sup> June**

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

**Behavioural expectations-** Hawker Students are expected to always display our SCARF values when representing the school, this includes school excursions.

*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.*



# HAWKER SCHOOL

## MEDICATION

If your child requires medication while on camp, please arrive at the school hall **between 8:30-8:45am** on Monday 17th June to hand over medication to the designated first aid officer for the excursion, Bridget Knagge.

- If your child requires medication on the day, a Medication Authorisation and Administration Record will need to be filled out (available from the front office)
- Medication is to be given to the designated first aid officer for the camp in a labelled zip lock bag with clear instructions in writing about dosage amounts and frequency.
- If your child gets motion sickness, please administer their tablet before coming to school. Don't forget to include a tablet for the return journey and to fill out a Medication Authorisation and Administration Record

If these requirements are not met, then normal first aid procedures will be followed. This means no medication can be administered, including antihistamines, paracetamol, etc.

If your child suffers from asthma, please ensure that a complete asthma plan is provided to the class teacher in addition to the general medical form. Please contact the front office if you have any further questions.

## IMPORTANT DATES

- Monday 27<sup>th</sup> May – Camp notes due. This will allow teachers to make final arrangements and accommodate all student needs.
- Monday 3<sup>rd</sup> June – Final payment due. If you need help with the payment or would like to discuss a payment plan please contact the front office
- Monday 17<sup>th</sup> June – 8:30-8:45am arrive at school hall if your child has medication.  
8:45am arrive at school hall if your child has no medication.
- Monday 17<sup>th</sup> June – 5:55pm Year 3 arrive back at school

Thank you,  
Alison Reid  
Acting Principal



# HAWKER SCHOOL

## Birrigai Excursion Permission Note for Parents

I give permission for my child \_\_\_\_\_ in class \_\_\_\_\_ to attend the Birrigai Day Trip on Monday 17th June from 9:10am to 5:55pm, travelling to and from Birrigai by coach.

*I agree to my child participating in the activities associated with this carnival mentioned previously. I have discussed with my child the need for expected behaviour at this event. 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 event.*

*I agree that my child will be under the authority of the school for the duration of the event 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

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**Foods my child is allergic to or cannot eat due to religious reasons:**

(Not to be confused with foods they don't like)

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**Name of Parent/Carer: (please print)** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



## HAWKER SCHOOL

### SEND BACK TO SCHOOL

- Permission note
- Student Agreement
- Payment note
- Birrigai Allergens/Food Restrictions note
- Asthma, Epilepsy, Allergy Medical Plans *if applicable* (as supplied from child's doctor or available from the front office)



### NOTES TO KEEP AT HOME

- Information sheet with date, time etc.



## HAWKER SCHOOL

### Year 3 Birrigai Day Trip PAYMENT - \$95

**PAYMENT \$95 – Reference Child's Surname and Year 3 Birrigai**

I am paying the amount of \$ \_\_\_\_\_ Student Name: \_\_\_\_\_ Class: \_\_\_\_\_

- Via Parent Portal –Preferred Payment Method**
- Credit Card –via Quickweb on our school website
- Cash at the school office

Signed: \_\_\_\_\_ Parent/Carer:

\_\_\_\_\_



# HAWKER SCHOOL

## Student Agreement Year 3 Day Trip to Birrigai Monday 17<sup>th</sup> June 2024



Student Name: \_\_\_\_\_ Class: \_\_\_\_\_

Class Teacher: \_\_\_\_\_

- I \_\_\_\_\_ agree that I will behave in a safe, courteous and cooperative manner during the camp, always remembering our SCARF values.
- I will listen to and follow instructions carefully for my own safety and that of others.
- I will obey all the rules of the camp as explained by Birrigai staff, Hawker School staff and all adult helpers.
- I will not bring valuables such as mobile phones to the excursion.
- I understand that if I break the agreement that I could have to sit out of further activities for a time. My parents may be called, and in extreme cases I could be sent home.

Signed Student: \_\_\_\_\_

Signed Parent / Guardian: \_\_\_\_\_

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