
Southern Cross Early Childhood School



Excursion Information – Canberra Museum and Gallery

Dear Parents and Carers

Preschool children will be participating in an excursion to the Canberra Museum and Gallery. Mailman and Morgan groups will explore the exhibition Canberra Stories; a collection of social history artefacts and works of art that tell intriguing tales about the Canberra region. They will discover the stories behind the objects, and in the CMAG Studio, explore and experiment with some of the tools and techniques artists use to create their works of art.

The program is a wonderful way of introducing children to social history and visual art within a gallery and studio setting.

Details of the excursion are as follows:

Venue:	Canberra Museum and Gallery
Date:	Thursday 30 August 2018
Transport:	QCity Bus
Departure:	9:15am
Return:	1:00pm
Cost:	\$14.00
Teacher in Charge:	Nicole Harvey and Kellie Rogers
Adult to Child Ratio:	1:4
Emergency phone:	6142 0020

Please ensure that your child is at preschool by 9:00am. Each child will need to bring their own **morning tea** in a labelled brown paper bag (no containers please). We will eat our lunch upon our return to school.

In order to meet our student-to-teacher ratios, we are asking for parent volunteers. If you are able to assist on the day, please speak to your child's educator. Please note a risk assessment has been completed and a copy can be viewed at front reception.

If there have been any changes to your child's medical status since you last provided the school medical information, please complete a *Medical Information and Consent Form*.

If there is any additional information you need to provide to support your child's participation in this excursion, please notify the class teacher.

- *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

Nicole Harvey & Kellie Rogers

Southern Cross Early Childhood School



Excursion Permission Note – Canberra Museum and Gallery

I give permission for my child _____ in class _____
to attend the Southern Cross Early Childhood School excursion at Canberra Museum and
Gallery on Thursday 30 August 2018 travelling by QCity bus.

I enclose \$14.00

Please return the permission note and payment to the front office by **Friday 24 August 2018**.

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.

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 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.