



MACQUARIE PRIMARY SCHOOL
Years P – 6

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18 June 2020

Acacias Botanic Gardens Excursion

Dear Families,

We are delighted to offer our Kindergarten students the opportunity to visit the Australian National Botanic Gardens as part of our inquiry into living things. This excursion will be the tuning in activity for our term 3 inquiry. Students will be scientists as they explore habitats and all the living things they support. We will be participating in a range of activities run by the rangers, including the Habitat Hunter program. A risk assessment has been completed and is available to view at the front office.

Where: Australian National Botanic Gardens

When: Friday 24 July 2020 (Week 1)

Transport: Students will be travelling to and from the venue by bus

Time: 9:15am – 2:45pm

Accompanying Staff: Karen Tozer, Andrea Rowley and Jess Shaw

Emergency Contact number on excursion: 0434 751 607

Cost: \$15.00 This covers the cost of the program and bus hire.

Staff accompanying students on excursions will take all reasonable care while the students are in their care to protect them from injury. Parents should be aware that staff members are not responsible for injuries or damage to property that 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. (Education Directorate Policy)

It is customary for the school to request a financial contribution towards meeting the cost of your child's participation in this excursion. These contributions are voluntary. The school has made every effort to keep costs for this activity at a reasonable level. Should you require financial assistance please contact a member of our staff.

Students will need to bring/wear:

- water bottle
- fruit break, recess and lunch in their bag
- appropriate clothing for the weather conditions including long pants, layered clothing, a jumper and appropriate walking shoes.

If you would like to join us on the excursion, please contact Andrea and Karen.

Please return permission note and payments by **Tuesday 21 July**.

Kind regards, **The Acacias Team**

Permission Note for kindergarten excursion to the Australian National Botanic Gardens

I give permission for my child _____ from

class _____ to attend this excursion on **Friday 24 July 2020**.

- I understand the transport arrangements involved.
- I confirm there have been no changes to my child's medical information and I understand it is my responsibility to inform the school if changes occur.

Parent Contact Information - If needed during the excursion

Parent/Carer Name:	Contact Number:
Parent/Carer Name:	Contact Number:
Parent Signature:	Date:

Payment Slip for Australian National Botanic Gardens

Payment due date : **Tuesday 21 July 2020**

Student Name: _____ Class: _____

- I enclose \$15.00 cash/cheque or
- I have paid \$15.00 via electronic funds transfer

EFT Details

Account Name: Macquarie Primary School Management Account
BSB Number: 032 777
Account Number: 001586
Use reference: *Child's Name* GARDEN

- I have paid \$15.00 via Quickweb - found under the payment tab on our school website

Quickweb Details:

Go to our school website and follow the prompts on the payment page
Use reference: *Child's Name* GARDEN

The Directorate collects the information contained in this form to obtain parental consent for students' participation and to provide or arrange first aid and other medical treatments for students. The information collected will be held at the student's school and will be made available to relevant school staff, including first aid officers, and to medical or paramedical staff in the case of an accident or emergency. The information contained in the form is personal information and it will be stored, used and disclosed in accordance with the requirements of the *Information Privacy Act 2014* and the *Health Records (Privacy and Access) Act 1997*.