



# Coolamon Central School

Principal: Mr John Beer  
Deputy Principal: Mr Kingsley Ireland

*Caring is Central*

9th May 2018

Dear Parents and Caregivers

It is with great excitement that we are able to confirm the dates for the Stage 2 Excursion to Borambola this year. We will depart Coolamon on Tuesday 30<sup>th</sup> October, and return on Wednesday 31<sup>st</sup> October 2018 (Week 3, Term 4).

Depart school: 9:30am Tuesday 30<sup>th</sup> October 2018  
Return to school: 2:30pm Wednesday 31<sup>st</sup> October 2018

## **Packing checklist:**

**Please label all clothing, towels and sleeping bag with your child's name.**

- Shorts and t-shirts (no singlets, sleeveless or midriff tops)
- Jeans
- Jumpers and tracksuit pants
- Socks and underwear
- Raincoat
- Pyjamas
- Swimming costume and rash shirt
- Sunscreen, sunhat and sunglasses
- Toiletries, including soap (no aerosols)
- Two towels
- Pillowcase, sleeping bag or sheets (single bed)
- Day-backpack
- Two pairs of sneakers (one old pair to wear in the water)
- Paper, pens or pencils
- Plastic bags for dirty or wet clothes
- Handkerchief or tissues
- Water bottle.

Optional: camera, preferably disposable

What not to bring to camp:

- Aerosol cans (e.g. spray on deodorant or insect repellent)
- Thongs, Ugg boots or slippers (these cannot be worn around the Centre or on activities)
- Radios, iPod's, MP3 players, computer/video games, mobile phones, lollies or chewing gum, jewellery or anything valuable.

## **Luggage**

One travelling case/bag and a sleeping bag are allowed per child and should be clearly marked with your child's name, address and phone number. Remember, your child will have to carry their luggage, so make sure it's not too big or too heavy.

## **Medical information**

All medicines should be in original packaging and clearly marked with your child's name, together with instructions on the prescribed dosage and frequency. You may also discuss this with your child's teacher, who will be responsible for making sure your child takes their medication. This may be done and given to the teacher the morning of departure.

*A quality school in which students are nurtured and their potential realised.*

## **Asthma**

If your child has been diagnosed by a doctor as having asthma, you must provide an asthma management plan so staff are aware of what action to take in the event of an attack. This can be downloaded from [www.asthmasw.org.au](http://www.asthmasw.org.au). Children with asthma should bring their own spacer and keep their inhalers with them at all times.

## **Accidents or emergencies**

In case of emergencies, parents can contact the Centre on 6928 4300 from 8.30am to 5pm, Monday to Friday. If making a call after hours please leave a message, alternatively, you can contact the school on 02 6927 3209.

## **Description of some activities**

(Please note not all activities will be on our itinerary)

### **At-height Climbing wall**

Participants scale a vertical (or near-vertical) wall using artificial climbing holds of different shapes and sizes. Participants, attached via a harness and belay system, can choose the height to which they participate. Concepts of team work are taught with peers working together to maintain the belay system and encourage one another.

### **Low Ropes**

A series of cables and ropes suspended approximately 60cm above the ground. This activity requires two or more peers to work in unison to support and spot a single participant to traverse across each element of the course.

### **Aquatic: Canoe/kayaking**

A fun team experience where participants are taught the concepts and basic techniques behind flat water canoeing and kayaking, including how to manoeuvre and control the craft. Canoes typically require three people to manoeuvre them in the water while kayaks are typically for one.

### **Bush Bivouac**

Participants experience an introduction to camping in tents. Taking place on Centre farmland participants "camp out" and cook over an open fire. This activity is weather dependent.

### **Nature Walk**

An activity which encourages participants to engage with their natural surroundings. It includes information on the surrounding native fauna and flora as well as the history of the local area.

### **Cookout**

Often taking place with a nature walk or a bivouac, learn how to safely prepare a meal over an open fire.

### **Rogaining**

A fun introduction to map reading and navigation without the use of compasses, testing participant's observation skills and awareness of their surrounds.

### **Archery**

Participants are introduced to the correct techniques and safety procedures of archery, the practice of using a recurve bow held to shoot arrows at a static target.

### **BMX Bikes**

An introductory or intermediate bike skills activity. Learn riding techniques, bike maintenance and safety, and road rules.

### **Indigenous games and boomerangs**

An opportunity to learn about, appreciate and experience aspects of Indigenous games, sports and culture.

### **Fencing**

An introduction to the history, swordsmanship skills and etiquette of the modern Olympic sport.

### **Fishing**

Learn about the local marine life and fishing techniques with plenty of time to practise their skills.

## **Money and valuables**

You may wish to provide your child with some spending money so they can buy some camp souvenirs. This is not essential! We suggest that spending money is limited to \$20-\$30. Please note that each student is responsible for their own money.

## **Accommodation**

Students will stay in comfortable rooms, with male and female students accommodated separately. Teachers stay in a room nearby and are responsible for student safety and behaviour overnight.

### Meals

Students will need to bring a packed morning tea and lunch in their back packs for Tuesday. Borambola will supply all other meals which are nutritious and prepared by qualified catering staff in a commercial kitchen. Your child's special dietary requirements or food allergies should have been listed on the Medical and consent form. Special diets are provided for medical conditions, religious beliefs and vegetarians/vegans.

### Behaviour

For everyone's enjoyment and safety at the camp, Borambola staff expect a high standard of behaviour. Camp rules will be explained to students on arrival. Children who persistently ignore reasonable requests or engage in inappropriate behaviour may be removed. If this happens, Borambola staff will phone you or a nominated contact person to make arrangements for your child to be taken home. If they cannot make contact with anyone within 24 hours, they reserve the right to make alternative arrangements after discussion with the school and other appropriate Government agencies.

### Outdoor safety

Every effort is made to ensure your child's safety and comfort while at camp. Borambola have a sun protection policy that supports wearing hats and sunscreen and altering programs to minimise sun exposure during the hottest part of the day. Personal flotation devices (life jackets) are supplied by the Centre and covered shoes must be worn when participating in all water sports, except for swimming.

### Transport

Transport will be provided by Allen's Coaches. We will travel in an air-conditioned coach with individual seat belts and a DVD player.

### Cost

The total cost for the excursion is **\$195.00** per student. Please note this cost includes all transport, meals (except those specified for the first day of travel), accommodation and activities. The cost does not include spending money. Should students wish to bring their own money to purchase extra food items or souvenirs, this is to be at their own expense. We recommend students bring no more than \$20-\$30 each. Each student is to be responsible for their money.

### Payment

To ensure the excursion will go ahead we ask that you **pay a deposit of \$60.00 cash** before the 4<sup>th</sup> of June 2018 to secure accommodation and lock in our numbers of students attending. Should the excursion be cancelled due to lack of attendees, the \$60.00 will be refunded up until the 4<sup>th</sup> of June. After the 4<sup>th</sup> of June, if numbers are secured the \$60 will be non-refundable and you will be asked to pay the balance owing of \$135 (please see optional payment plan details below).

Payment for the Excursion is to be made as follows:

During May	\$60	<b>Cash only (after June 4th non-refundable deposit)</b>
Friday 29 June	\$50	
Thursday 30 August	\$50	
Monday 24 September	\$35	<b>(final payment)</b>

Payment methods are by cash, EFTPOS, POP or Cheque, made payable to Coolamon Central School. Full payment of \$195 cash will also be accepted, should you not wish to follow the payment plan.

Should you wish to organise an alternate payment plan, please make an appointment with Mr Beer at your earliest convenience. We would love to have all of Stage 2 attend.

**Please fill in the attached *Medical Information Form* and return with the permission notes.**

Another packing requirement list will be sent home closer to our departure date. **Students who have not made total payment by Friday 28<sup>th</sup> September will be unable to attend the Excursion.**

Please complete the attached permission note, contract and medical information form and return it to your child's classroom teacher by Monday 4<sup>th</sup> June 2018.

**Please note: After Friday 28<sup>th</sup> September 2018 (3 school weeks prior to the excursion) no refunds will be given if your child decides to withdraw from the excursion, as bookings will have been made at Borambola. In addition, your child can only attend this excursion when they have read and signed the attached compulsory code of conduct form and their behaviour does not require a risk assessment under our Discipline and Welfare Policy.**

Regards

Brooke Lucas  
Teacher

Laura Barker  
Teacher

John Beer  
Principal

## **Stage 2 Excursion to Borambola 2018**

I give permission for my child, \_\_\_\_\_ in class \_\_\_\_\_ to attend the Coolamon Central School Stage 2 excursion to Borambola from Tuesday 30<sup>th</sup> October – Wednesday 31<sup>st</sup> October 2018. I agree to delegate my authority to the staff involved. Such teachers may take action they deem necessary to ensure the safety, well-being and successful conduct of the students as a group or individually in the above mentioned excursion. I also authorise the teachers to obtain medical assistance which they deem necessary, should an accident occur.

Signed parent/caregiver: \_\_\_\_\_ Name (please print): \_\_\_\_\_

Date \_\_\_\_\_

☐ I enclose \$60 cash deposit.

Fee ID 323185 E  
323191 F

## **Student Code of Conduct**

### **Stage 2 Excursion to Borambola Contract**

Tuesday 30<sup>th</sup> October – Wednesday 31<sup>st</sup> October 2018

Dear Parents, Caregivers and Students

Excursion activities are seen as a valuable means of extending the social and intellectual development of students. Excursion activities also offer an opportunity for students to develop a sense of responsibility and a degree of independence.

The organisers and attending teachers, like parents, place trust in each student to demonstrate sensible behaviour at all times. Excursions are an extension of school and are linked to the "Core Rules" that operate in all NSW Government Schools (as printed on the back of this contract). In addition, the accommodation, attractions and locations visited have their own sets of conditions, which must be followed.

Students failing to comply with this contract may either miss out on excursion activities or may need to be collected by parents prior to completion of the excursion.

Annette Taylor  
Relieving Assistant Principal

John Beer  
Principal

### **Students:**

I understand and agree to observe the excursion rules and to cooperate with the teachers throughout the excursion. I also agree that if I infringe any of the rules of the excursion, I may need to be collected by my parents before the excursion is completed.

Name of Student: ..... Class: .....

Signed (student): .....

Name of Parent: .....

Signed (parent):..... Date: .....

## **The core rules**

All students in NSW are expected to:

- Attend every school day, unless they are legally excused, and be in class on time and prepared to learn.
- Maintain a neat appearance, including adhering to the requirements of the school's uniform and dress code policy.
- Behave safely, considerately and responsibly, including when travelling to and from school.
- Show respect at all times for teachers, other school staff and helpers, including following class rules, speaking courteously and cooperating with instructions and learning activities.
- Treat one another with dignity and respect.
- Care for property belonging to themselves, the school and others.

Behaviour that infringes on the safety of others, such as harassment, bullying and illegal or anti-social behaviour of any kind, will not be tolerated.

## MEDICAL INFORMATION FORM

Student Christian Name: ..... Surname: .....  
 Address: ..... Phone: **(home)**.....  
 ..... (work).....  
 ..... (mobile).....

**Emergency Contact:** .....  
**Relationship to Child:** ..... **Phone Number:** .....

### Medical Information

#### Important Note:

- Medication brought on the excursion should have the child's name, dosage, administration times and instructions clearly marked. All medications should be collected by the designated attending adult before departure. Only medication in the child's name will be administered.
- Any special dietary requirements ordered by a Doctor should be notified a week prior to the excursion.

Please answer the following questions:

(please circle)

1.	Is he or she in good health?	YES	NO
2.	Does your child suffer from any chronic illness or disability?	YES	NO
3.	Has he/she suffered from any acute illness recently? If YES, state the nature of the illness .....	YES	NO
4.	Has he/she suffered from any injury recently? If YES, state the nature of the injury.....	YES	NO
5.	Is he/she taking medication? If YES, state the kind of medication .....	YES	NO
6.	Does he/she suffer from: (If yes, please detail required treatment/dosage for individual illnesses/concerns) Asthma or any allergic condition? ..... Skin Conditions? ..... Diabetes? ..... Epilepsy, fits, blackouts? ..... Adverse reaction to drugs? ..... Homesickness? ..... Travel sickness? ..... ADD/ADHD? .....	YES YES YES YES YES YES YES	NO NO NO NO NO NO NO
7.	Does he/she wet the bed? If YES, how often? .....	YES	NO
8.	Has he/she had the combined diphtheria/tetanus booster injection? If YES in what year was the last booster injection given? .....	YES	NO
9.	Any other information you feel we should know? ( eg: special dietary requirements) .....		
10.	In the event that your child should need medical attention, it would assist if you could supply the relevant health insurance information and sign the medical consent.  Medicare No: ..... Private Health Insurance Fund: ..... Fund Membership No: ..... Private insurance includes ambulance cover? .....	YES	NO
11.	I give permission for Coolamon Central School staff to seek medical attention for my child if necessary?  Signed: ..... (Parent/Guardian)      Date: .....		