

# University of Canberra High School Kaleen

## Year 7 Camp Permission Note

Dear Parents /Carers

All 2021 Year 7 students are invited to attend the Year 7 Camp at Action Learning Initiatives (ALI) Jindabyne on **Wednesday 10<sup>th</sup> February till Friday 12<sup>th</sup> February** during Week 2 of term 1, 2021. We know from experience that this is a valuable activity for your child, and we would encourage all year 7 students to attend this camp.

### Purpose

The program is designed to develop new friendships, outside of the normal classroom environment via a fun and balanced program that will challenge and extend students in a safe and supportive environment. Year 7 Camp also provides an opportunity for school staff to acquaint themselves with the new year group in a less formal environment.

This level of interaction at the start of the new year may assist students with the transition from primary to high school, encouraging a focused and enthusiastic approach to the year ahead

### Day activities:

- **Hike**- ½ day activity in Kosciuszko National Park: Walking to Mt Kosciuszko lookout with a return chairlift ride at Thredbo and flora and fauna content along the walk. This will give students an opportunity to experience the Alpine Zone from which they can build on in future outdoor experiences in Kosciuszko National Park.
- **Raft Building** – ½ day session at Lake Jindabyne. Students will be split into teams to build a seaworthy raft using the materials supplied. They will wear a PFD at all times whilst in the water and will participate in initiatives requiring teamwork and problem-solving skills.
- **Mountain Biking** – ½ day session on site at Bungarra- students will be assessed according to ability and will be guided by specialist staff, learning new skills and navigating various terrain and trails to develop riding skills.
- **Canoeing** – ½ day session on Lake Jindabyne. Students will be guided around the waterways of Lake Jindabyne wearing a PFD at all times whilst in the water.
- **UC Challenge:** Students will be split into small teams and use skills to navigate their way around Bungarra, completing challenges along the way to develop self-management, teamwork skills and build cohesion among the whole year group.

### Evening activities:

- **Campfire & Star Gazing.** Under the clear skies of the mountains, students will discover the beauty of the solar system whilst sharing stories around the campfire
- **Night Walk/wide game.** Students will enjoy an evening under the stars exploring Bungarra and participating in games on the oval.

### Transport

Transport will be provided in two large coaches and will pick up students from UC High School Kaleen. The coaches will be responsible for all transport movements of year 7 students for the duration of the program; collecting the group from school, remaining at camp throughout the program and returning the group to school at the completion of the program.

### Accommodation and Meals

The camp includes two night's accommodation at Bungarra Alpine Centre in separate dormitories for boys and girls. The program includes catering from day one dinner to day three lunch. Any dietary and allergy concerns please note on the permission form.

***\*Students will need to bring their own snacks and lunch on Day One of the program.***

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## Staff

The permanent staff at 'Action Learning Initiatives' conduct most of the programs and activities. All staff members are fully qualified with specialist skills and experience. Peer support sessions will be run by UC High School Kaleen staff. At least one teacher from UC High School Kaleen will be assigned to each group for all activities.

## Time

Wednesday 10th February: 6:00am students meet at school. Students are required to have their name marked off and if required, hand over any medication to the first aid officer.

6:30am students depart and arrive at Thredbo at 9:45

Friday 12th February; Depart at 1:00pm, arrive at UCHSK at 3:30pm

## Cost

The cost per student will be **\$430**. The cost includes coach transport, accommodation, food, staffing, all adventure activities and equipment.

**To ensure your child has the opportunity to attend the year 7 camp, we ask that you please provide a deposit of \$150 to the front office by Friday 13<sup>th</sup> November 2020.**

As we must pay for the camp in advance, your final payment is required by **Friday, 11<sup>th</sup> December 2020**; **however, earlier payment and receipt of notes is appreciated.** *\*if you require additional time to complete the final payment, please contact our front office to discuss an alternative payment plan.*

Payment plan	Week	Date	Amount
Term 4, 2020	Week 5	Friday 13 <sup>th</sup> November 2020	\$150 Initial Deposit / Secure Position (non-refundable)
Term 4, 2020	Week 7	Friday, 27 <sup>th</sup> November 2020	\$140
Term 4, 2020	Week 9	Friday, 11 <sup>th</sup> December, 2020	\$140

## **Parent/Carer Declaration and Permission for Students to Attend Excursion**

Staff accompanying students on excursions will take all reasonable care while 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 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.

I have discussed with my child the need for sensible behaviour on this excursion. I agree that the student will be under the authority of the school for the duration of the activity, and that the teacher-in-charge is authorised to return the student home at the expense of the parent/guardian if the teacher-in-charge considers that circumstances warrant such action.

In the case of an emergency, I am aware that the school/teacher in charge/first aid officer may:

- arrange transport of the student by ambulance
- seek medical attention for the student at the nearest or most convenient medical facility
- administer a bronchodilator inhaler to the student in an asthma attack, and
- advise the emergency contact held by the school.

I understand that neither the school nor the ACT Education Directorate accepts responsibility for costs incurred on my behalf in securing medical treatment and associated services for my mentioned son/daughter/ward.

**I am aware that I am responsible for the ambulance costs outside the ACT.**

If there is insufficient total funding available to meet the cost of the excursion, regrettably we may not be able to proceed. The school has made every effort to keep cost for this activity at a responsible level. Many excursions involve non-refundable advance bookings and payments. Parents/Carers need to be aware that refunds are not always available if students change their minds about attending. *Please note: The payment of this financial contribution is voluntary. The Education Act 2004 states that your child will not be refused benefits or services if you do not choose to contribute. Individual records of contributions are confidential.*

# University of Canberra High School Kaleen

## Year 7 Camp Permission Note

I give permission for my child \_\_\_\_\_ to attend the Year 7 Camp at Jindabyne from Wednesday 10<sup>th</sup> February to 12<sup>th</sup> February 2021.

- I understand that final payment is due by **Friday 11<sup>th</sup> December 2020**, unless I have a repayment agreement with the Front office / Principal made prior to this date.
- I have completed and returned the swimming ability form, the code of conduct form and the medical and information consent form, including allergy and asthma management plans if necessary.
- I give permission for photographs of my child to be taken and displayed as appropriate.
- I have read and agree with the Parent / Carer declaration on page 2, Year 7 Camp Permission Note.

Parent Name (printed): \_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_

**Specific Dietary requirements:**

### Payment Information

**\$150 Deposit due Friday 13<sup>th</sup> November 2020. Please tick method of Payment**

- Direct Deposit Payment – Please complete the details below.

UC High School Management Account BSB: 032777 A/C: 001455

Receipt number: ..... Date: ..... Please include student name & payment detail (7 Camp)

- Cash - I have enclosed \$ \_\_\_\_\_ *\*full payment can be made in advance if available.*
- Credit Card - Payments may be made in person at any time between 8.30am – 3pm at the office.

#### For the Fridge Door

**DEPOSIT, \$150 due Friday 13th November 2020**

**SECOND PAYMENT, \$140 due Friday 27th November 2020**

**FINAL PAYMENT, \$140 due Friday 11<sup>th</sup> December 2020**

For more details: [www.action-learning.com.au](http://www.action-learning.com.au) go to 'Client Log-In'

**General camp information can be obtained using:**

**Username: uchs student Password: ali111**

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](http://www.det.act.gov.au)) on the About Us page.

## Year 7 Camp, Code of Conduct

- I understand that school rules as they relate to the context of this excursion apply
- I will take note of where I have to be and what is expected of me at all times
- I will never go off alone
- I will at all times be with at least two other students from the excursion
- I will be punctual and reliable
- I will not go off with strangers or invite them to participate in group activities
- I will respect the people and places we will visit
- I will respect the rights of animals
- I will cooperate with the requests of the supervising teachers
- I will be a considerate member of the group
- I will act courteously in dealings with others, including staff and the wider community
- I will be responsible for my own things, such as baggage, and money
- I will keep rendezvous (meeting times and places) as arranged throughout the excursion
- I will act in a responsible and positive way as an ambassador of my school, my excursion group and my country.

Any violation of this code of conduct may see you child returned to school at the expense of the parent/guardian. Parents will be notified of all conduct violations during the excursion.

We, the parents and the student, have read the code of conduct and understand the consequences.

Student Name: .....

Student's  
signature: .....

Date: .....

Parent's  
signature: .....

Date: .....

# University of Canberra High School Kaleen

## MEDICAL INFORMATION/CONSENT AND KNOWN MEDICAL CONDITION RESPONSE PLAN

Attached is a *Medical Information and Consent Form* for you to complete and return with the permission note. This information will assist school staff to provide appropriate first aid support for your child whilst on camp. *\*Known Medical Condition and Response Plans and Medication Authorisation and Administration Record can be requested at the front office.*

### All students must return:

- Medical Information and Consent Form

### Students with a known medical condition which does not require medication must return:

- Medical Information and Consent Form
- Known Medical Condition Response Plan

### Students with a known medical condition not listed below who require medication must return:

- Medical Information and Consent Form
- Known Medical Condition Response Plan
- Medication Authorisation and Administration Record

### Students with Asthma must return:

- Medical Information and Consent Form
- Known Medical Condition Response Plan
- Asthma Management Plan downloaded from <http://www.nationalasthma.org.au/health-professionals/asthma-action-plans>
- Medication Authorisation and Administration Record

### Students with Anaphylaxis must return:

- Medical Information and Consent Form
- Known Medical Condition Response Plan
- Anaphylaxis Management Plan downloaded from <http://www.allergy.org.au/health-professionals/anaphylaxis-resources/ascia-action-plan-for-anaphylaxis>
- Medication Authorisation and Administration Record

### Students with Diabetes must return:

- Medical Information and Consent Form
- Known Medical Condition Response Plan
- Diabetes Management Plan downloaded from <https://www.diabetesvic.org.au/Home> (click on "How we help" and "Schools and early childhood settings")
- Medication Authorisation and Administration Record

### Students with Epilepsy must return:

- Medical Information and Consent Form
- Known Medical Condition Response Plan
- Epilepsy Management Plan downloaded from <https://www.epilepsy.org.au/node/3485> (Register and call 1300374537 for free access)
- Medication Authorisation and Administration Record

# University of Canberra High School Kaleen

## MEDICAL INFORMATION AND CONSENT FORM

### Instructions

This form must be completed by the parent/carer of each student in an ACT public school. The form is used to request general medical information about students and provides for parents/carers to consent to first aid treatment for their child/ren in line with the directorate's First Aid Policy and First Aid General Procedures. This form must be completed annually. Parents/carers must inform the school immediately if there are any changes to the information provided within the form.

Section A – Personal Details (please fill in clearly)					
<b>Student's Name</b>			<b>Date of Birth</b>		<b>Gender</b> M <input type="checkbox"/> F <input type="checkbox"/>
<b>School</b>			<b>School Year</b>		
<b>Parent/Carer Name</b>			<b>Address</b>		
<b>Telephone Contact</b>	<b>Mobile</b>		<b>Home</b>		<b>Business</b>
<b>Emergency Contact 1</b>				<b>Telephone</b>	
<b>Emergency Contact 2</b>				<b>Telephone</b>	
<b>Name of Qualified Health Professional</b>				<b>Telephone</b>	
Section B – Medical Information					
<b>Please tick if your child suffers any of the following:</b>					
<input type="checkbox"/> Allergies	<input type="checkbox"/> Blood Pressure	<input type="checkbox"/> Epilepsy*	<input type="checkbox"/> Hay Fever	<input type="checkbox"/> Nose Bleeds	
<input type="checkbox"/> Anaphylaxis*	<input type="checkbox"/> Diabetes*	<input type="checkbox"/> Fainting	<input type="checkbox"/> Headaches	<input type="checkbox"/> Reaction to Drugs	
<input type="checkbox"/> Asthma*	<input type="checkbox"/> Eczema	<input type="checkbox"/> Fits or blackouts	<input type="checkbox"/> Heart Condition	<input type="checkbox"/> Sight/Hearing Problems	
*Please complete and attach a <i>Known Medical Condition Response Plan</i>				<input type="checkbox"/> Sun Screen Sensitivity	
<input type="checkbox"/> Other (please specify)					
<b>Please identify whether your child is presently taking any medication:</b>					Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, the parent/career must give written permission and direction for the administration of any medication at school or during school related activities, as follows:					
<ul style="list-style-type: none"> <li>• For a short term, non-ongoing medical condition (e.g. antibiotics for a period of 10 days) please complete the <i>Medication Authorisation and Administration Record</i> and provide qualified medical professional's authorisation (a copy of the medical prescription is sufficient in the case of short term administration of medication).</li> <li>• For long term, ongoing administration of prescribed medication complete the <i>Medical Information and Consent Form</i> and the <i>Known Medical Condition Response Plan</i>.</li> </ul>					
Date of last tetanus injection					
Are you aware of any physical or psychological limitations of your child (please specify)?					
Is there any other information which you believe may be relevant to the general medical/health care of your child?					
Section C – Parent/Carer Authorisation					
<p>1. In the case of my child requiring medical treatment or in the case of a medical emergency, including an anaphylaxis or asthma emergency, I consent to:</p> <ol style="list-style-type: none"> <li>the provision of first aid;</li> <li>the provision of analgesics;</li> <li>treatment as outlined in the attached <i>Known Medical Condition Response Plan</i> (where relevant).</li> </ol> <p>2. I authorise the school, where it is impracticable to communicate with me, to arrange for my child to receive such medical or surgical treatment as may be deemed necessary.</p> <p>3. I undertake to pay any costs that may be incurred for the medical treatment, ambulance transportation and medications.</p> <p>NB: Parents/carers should note that in the absence of a <i>Known Medical Condition Response Plan</i>, in cases of emergency excepting anaphylaxis or asthma, only standard first aid will be administered. In an anaphylaxis or asthma emergency authorised medications; salbutamol (for the symptomatic treatment of asthma), and adrenaline (for the treatment of anaphylaxis) will be administered.</p>					
Parent/Carer Signature			Date		
<p>The Directorate collects the information contained in this form 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 <i>Information Privacy Act 2014</i> and the <i>Health Records (Privacy and Access) Act 1997</i>.</p>					

# University of Canberra High School Kaleen

## Student Gear and Equipment List

The following list is the equipment and clothing students must bring on the camp. Space is limited on vehicles and it is required that students bring all this equipment and clothing in a suitable bag or pack that they can carry, we recommend:

- 1 piece of luggage, 1 backpack, 1 sleeping bag, and 1 pillow.

*\*While out on activities, students will need to have their backpack with their raincoat/weatherproof jacket, water bottle, hat, extra sunscreen, and lunch.*

**DAY 1: Students will require their backpack for day 1 with a packed lunch, snacks and their swimming gear.** Make sure you pack enough food to keep your body well fuelled for activities during the day.

### Essentials – make sure your name is on EVERYTHING

- Clothing: Enough warm clothing suitable for spending 3 days on camp (for example: track pants / shorts / t-shirts / warm tops / socks / underwear / pyjamas) – Must have long pants for hike - not jeans.
- 2 litre water bottle (suggestion: recycle plastic bottle from home)
- 3 pairs of shoes: 1 – For hiking (ie comfortable/adequate foot support)  
2 – For bike riding and general camp wear  
3 - Old pair of running shoes/river booties for canoeing (they will get wet)
- Raincoat or weatherproof jacket
- Swimmers (including a rashie)
- Sunscreen, wide-brimmed hat, sunglasses
- Personal toiletries and insect repellent (no aerosols)
- Torch with spare set of batteries
- Bath towel and beach towel
- Pillow, sleeping bag, flat sheets (single bed)
- Backpack for day trips
- 2 plastic bags for dirty or wet clothes
- Any medication (name marked clearly on the medication and handed to your teacher when you arrive at school for camp)

### Optional:

- Camera
- Book to read on the bus trip

### Don't bring!

- × Aerosols e.g. deodorant or insect repellent
- × Mobile phones. **Mobile phones brought on camp will be collected by school staff and stored for the duration of the program then returned to students when they leave Bungarra**
- × Jewellery
- × Other valuables items

**Any valuables are brought at their own risk.**  
**Teachers and camp staff are not responsible for personal property**

# University of Canberra High School Kaleen

## Year 7 Camp 2021 – Swimming Ability Note

Please note: The information that you provide will assist to provide a safe environment for your child's participation in swimming/aquatic activities.

### PERMISSION TO PARTICIPATE IN THE AQUATIC ACTIVITIES OFFERED ON THE 2021 CAMP

I DO give permission / DO NOT give permission (Please circle):

for my child (child's name) \_\_\_\_\_ to participate in the aquatic activities to be offered at the 2021 Year 7 Camp including: canoeing, raft building (activities run by ALI) and free swimming at the Thredbo indoor pool. (NB: students taking part in canoeing and raft building activities will be wearing personal floatation devices (PFD's) at all times.)

Please describe in detail your child's swimming ability, e.g. water confidence, swimming strength, distance (swimming continuously) and ability to tread water.

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Please list any special requirements necessary for your child to participate in swimming/aquatic activities.

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I agree to my child taking part in swimming/aquatic activities associated with this excursion.

Parent/carers signature: \_\_\_\_\_ Date: \_\_\_ / \_\_\_ / 2020